



REGULAR CITY COUNCIL MEETING

Thursday, August 21, 2025 at 7:01 PM

Access meeting materials and information via the Northwood, Ohio Public Portal:
<https://northwoodoh.portal.civicclerk.com/>

Members of City Council

Randy Kozina, Council President
Dean Edwards
Jim Barton
Louis Fahrbach
Pat Huntermark
Mark Stoner
Michael Melnyk

CALL TO ORDER:

PLEDGE OF ALLEGIANCE: *Mayor Schimmel*

ROLL CALL:

APPROVAL OF MINUTES:

- July 2, 2025 Regular City Council Meeting Minutes.

PRESENTATION:

- Proclamation Recognizing Eagle Scout Ann Mannon

PUBLIC COMMENT:

COMMUNICATIONS:

COUNCIL COMMITTEE REPORTS:

Economic Development ~ *Councilor Jim Barton*

Finance ~ *Councilor Louis Fahrbach - Next Meeting: August 21 At 6:30PM*

Recreation Board ~ *Councilor Jim Barton*

Safety ~ *Councilor Mark Stoner*

Tree Commission ~ *Councilor Michael Melnyk*

Service ~ *Councilor Dean Edwards*

Parks, Rec & NCC ~ *Councilor Pat Huntermark*

Committee Of The Whole ~ *Council President Kozina*

CEREMONIAL ITEMS:

NEW RESOLUTION:

RESOLUTION 2025-08 A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY. *1st Reading.*

PENDING RESOLUTION:

RESOLUTION 2025-06 A RESOLUTION OPPOSING HOUSE BILL 335 AND URGING THE OHIO GENERAL ASSEMBLY TO REJECT LEGISLATION THAT ELIMINATES INSIDE MILLAGE AND TRANSFERS LOCAL BUDGETARY AUTHORITY TO COUNTY BUDGET COMMISSIONS; AND DECLARING AN EMERGENCY. *3rd Reading.*

TABLED LEGISLATION:

ORDINANCE 2025-18 AN ORDINANCE AMENDING SECTION 618.16 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED PROXIMITY OF ANIMALS TO RESIDENCES. *TABLED on 6/26/25 for 90 Days.*

NEW LEGISLATION:

- ORDINANCE 2025-27** AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSIONS RECOMMENDATION TO REZONE 0 WILLISTON ROAD (M50-812-350000031000) FROM R-4, MULTI-FAMILY TO R, SUBURBAN RESIDENTIAL; AND DECLARING AN EMERGENCY. *1st Reading.*
- ORDINANCE 2025-28** AN ORDINANCE ADOPTING THE NORTHWOOD PLANNING COMMISSION’S RECOMMENDATION TO AMEND CHAPTER 1244.06 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED CONDITIONAL USES; AND DECLARING AN EMERGENCY. *1st Reading.*
- ORDINANCE 2025-29** AN ORDINANCE ADOPTING THE NORTHWOOD PLANNING COMMISSION’S RECOMMENDATION TO AMEND CHAPTER 1250.12 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED SITE PLAN REVIEW REQUIREMENTS; AND DECLARING AN EMERGENCY. *1st Reading.*
- ORDINANCE 2025-30** AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO TRANSFER 7.94 ACRES OF CITY-OWNED PROPERTY IN THE ENCLAVE SUBDIVISION (M50-812-340406006000),TO THE NORTHWOOD COMMUNITY IMPROVEMENT CORPORATION(CIC); AND DECLARING AN EMERGENCY. *1st Reading.*
- ORDINANCE 2025-31** AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ADOPT A TRANSITIONAL WORK POLICY FOR THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY. *1st Reading.*
- ORDINANCE 2025-32** AN ORDINANCE APPROVING SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2025; AND DECLARING AN EMERGENCY. *1st Reading.*
- ORDINANCE 2025-33** AN ORDINANCE ESTABLISHING A BUDGET LINE ITEM TO ALLOCATE SAVINGS FROM THE WOOD COUNTY SHERIFF DISPATCH CONTRACT TO FUND THREE FULL-TIME FIREFIGHTER POSITIONS UPON EXPIRATION OF THE SAFER GRANT, AND DECLARING AN EMERGENCY. *1st Reading.*

PENDING LEGISLATON:

- ORDINANCE 2025-22** AN ORDINANCE AMENDING THE SPECIAL ASSESSMENT DISTRICT #31-967 FOR GREENWAY ESTATES; AND DECLARING AN EMERGENCY. *2nd Reading.*
- ORDINANCE 2025-23** AN ORDINANCE ESTABLISHING THE SPECIAL ASSESSMENT STREET LIGHTING DISTRICT #31-956 FOR THE JOHN KURFESS ADDITION; AND DECLARING AN EMERGENCY. *2nd Reading.*
- ORDINANCE 2025-24** AN ORDINANCE ESTABLISHING THE SPECIAL ASSESSMENT STREET LIGHTING DISTRICT #31-955 FOR THE WOLF CREEK ADDITION; AND DECLARING AN EMERGENCY. *2nd Reading.*
- ORDINANCE 2025-25** AN ORDINANCE PROVIDING FOR ASSESSMENTS FOR STREET LIGHTING PURPOSES UPON LOTS AND LANDS IN THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO, FOR THE 2025 TAX YEAR, AND DECLARING AN EMERGENCY. *2nd Reading.*
- ORDINANCE 2025-26** AN ORDINANCE CERTIFYING COLLECTION OF ASSESSMENTS TO THE WOOD COUNTY AUDITOR FOR THE CUTTING OF WEEDS AND PLACING THOSE ON THE TAX DUPLICATE UNDER PROVISIONS IN OHIO REVISED CODE 731.54, AND DECLARING AN EMERGENCY. *2nd Reading.*

MAYOR: *Mayor Schimmel*

- Mayor's Report

CITY ADMINISTRATOR: *Kevin Laughlin*

- City Administrator's Report

CITY FINANCIAL REPORT(S)

- JULY 2025 EXPENDITURES
- JUNE BANK RECONCILIATION
- JULY BANK RECONCILIATION
- JUNE MONTH END FINANCIAL REPORTS
- JULY MONTH END FINANCIAL REPORTS

LIST OF EXPENDITURES OVER \$10,000

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
VC3	JULY 2025 MONTHLY BILLING	\$11,543.99
THE SHELLY COMPANY	ARBOR DRIVE IMPROVEMENTS CONTRACTOR PAYMENT	\$39,679.18
FELLER FINCH	2025 PAVEMENT RESURFACING IMPROVEMENTS	\$11,796.75
AETNA	EMPLOYEE HEALTH INSURANCE 8/1/25-8/31/25	\$70,999.20
INTOXIMETERS INC	NEW INTOX DMT BREATHALYZER	\$13,621.50
BOWERS ASPHALT & PAVING INC	FARNSTEAD DRIVE PAYMENT 2	\$15,884.46
VC3	AUGUST 2025 MONTHLY BILLING	\$11,551.14
VERNON NAGEL INC	THE ENCLAVE CONTRACT A	\$330,074.45

CITY ATTORNEY’S REPORT/DISCUSSION: *Brian Ballenger*

CITY ENGINEER’S REPORT/DISCUSSION: *Dave Kuhn*

- City Engineer's Report

NEW BUSINESS:

OLD BUSINESS:

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL:

EXECUTIVE SESSION:

ADJOURNMENT:

July 2, 2025

City of Northwood
Regular City Council Meeting Minutes

CALL TO ORDER

The Regular meeting of the Northwood City Council was called to order by Mayor Schimmel at 07:00 PM on July 2, 2025 in the Council Chambers and via Live Stream.

PLEDGE OF ALLEGIANCE Mayor Schimmel

Pledge of Allegiance was given.

ROLL CALL

The roll was called by Clerk of Council Popovitch and those in attendance were as follows: Mayor Schimmel, Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner City Administrator Kevin Laughlin, and City Engineer Dave Kuhn.

APPROVAL OF MINUTES

June 26, 2025 Regular Council Meeting Minutes.

MOTION: Councilor Stoner made a motion to **Approve**; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: *Passed (7-0)*

PRESENTATION

PUBLIC COMMENT

1. Terry MacDonald 5951 Corduroy Rd. - A current city dispatcher addressed Council, expressing a desire to remain in their position while acknowledging they may seek employment with the Sheriff’s Office if necessary. He raised concerns about system vulnerabilities, such as cybersecurity and the need for a backup dispatch center. Terry clarified a question regarding dispatcher mealtime and bathroom breaks, stating that in his 20 years of service he has not left for lunch and typically eats at his desk. He added that officers assist by providing bathroom breaks and, at times, will bring food if requested. He also addressed comments made about Rossford’s satisfaction with dispatch services—pointing out that Rossford has never had its own dispatchers. In closing, Terry emphasized that the proposed change affects five employees and the entire city and urged Council to either vote to retain local dispatch services or consider tabling the decision to allow for further research.

2. Molly Tomazewski 211 Earl - Molly expressed appreciation for Council’s attention to prior communications but raised concerns about the process and transparency surrounding the proposed dispatch services contract. She noted that while the Mayor and Sheriff indicated they would interview three of the five current dispatchers, there is no guarantee of employment for any of them. She also stated that information provided to Council and the public has changed multiple times over the past five weeks, including projected costs and savings. She criticized the lack of public discussion before voting on such an impactful decision and urged Council to table the legislation to allow for more public input and transparency. They referenced a public Facebook post by the Mayor and read a portion of a comment by resident Dave Gallagher (with permission), stating if this is the best direction for Northwood's future today, it will be the best direction tomorrow, next month, and next year. This legislation needs to be tabled until more information is shared with all of the people that it affects. She expressed strong support for the city’s current dispatchers, describing them as professionals who serve the community with pride and loyalty. Molly noted that if the dispatchers wanted to work for the county, they likely would have done so already. She urged that their service be recognized and respected, regardless of where they may work in the future. Molly voiced concern about the speed at which the legislation was being considered, stating that such an important decision—impacting both jobs and public safety—should not be passed without thorough public discussion. She emphasized the need for transparency and suggested the issue be tabled for further review, potentially placed on the ballot or offered to voters through a levy or income tax decision. Lastly, Molly referenced confusion over potential address mix-ups in emergency response and urged Council to give residents more time and information before proceeding.

Audrey Caligiuri 423 Ravenwood - Audrey requested additional time to speak, noting she was on vacation during the previous meeting and had submitted an email to all Council members asking that their concerns be read into the record. She expressed disappointment that only two Council members responded—one forwarding the message to administration, and the other being told there was no need to read it aloud. Audrey emphasized their long-standing connection to the community and their volunteer contributions. She proceeded to read the email they had originally submitted which stated: Good evening. I just wanted to take an opportunity to share my concerns about the possibility of our dispatch center moving to Wood County. I would have liked to attend the in person, but I will be out of town. I would like to ask that a council member please make a motion to have this correspondence read into record. I am thoroughly upset that this has appeared on the agenda again before any conversation at safety or finance. It appears our city is being forced into approving a contract based on our sheriff's timeline. Once again I ask, what is the hurry? If we act now he will hire another dispatcher. We are all concerned about the budget and the sheriff's offer to add another employee If we act now. Does he need another dispatch or not? I would hope that the number of dispatchers in Wood County is not contingent on the number of memberships he can sell. I'm wondering how this was all negotiated without the issue showing up on a committee agenda. I would like to request a copy of all correspondence, both written and electronic, between the city of

July 2, 2025

Northwood and all its representatives, meaning council members, and any representative from the Wood County Sheriff Department concerning this issue. There must be an explanation for this situation, and the people deserve to have that information. The topic today is about our dispatch center. The real issue is, who in this administration is listening to the residents who in this administration represents our residents? Who is willing to be our voice on council. I will help you discuss the budget. I will help you bring businesses in here. If you want to discuss or include me on discussions. I will help you discuss a levy. I will help you discuss increasing taxes. I will help you plan a Northern dispatch center, but I will never support dispatchers going to Wood County. Thank you for your time and being my voice. Audrey shared a recent example highlighting the value of local dispatch, referencing a medical alert call where Wood County failed to notify a keyholder, while Northwood dispatchers followed up promptly—demonstrating their dedication and familiarity with the community. She emphasized that Northwood dispatchers provide a level of care and service that could be lost with outsourcing. Audrey proposed an alternative to outsourcing by suggesting a 0.25% income tax increase, estimating that at an average salary of \$80,000, it would cost residents approximately \$200 annually—less than \$4 per week—to preserve local dispatch services. She warned against short-term cost savings that may lead to higher costs later, citing Rossford’s experience of rising dispatch costs after one year. Audrey expressed concern over a lack of transparency and committee discussion before the legislation appeared on the agenda. Audrey criticized what she perceived as political motivations behind the proposal and urged Council to slow down the process, review the numbers more carefully, and consider the personal impact on dispatchers whose employment is not guaranteed under the new contract and who may be unable to accept new roles due to pay, location, or family obligations.

3. Angelina 2417 Norma Place - Angelina questioned the financial justification for outsourcing dispatch services, noting that the savings amount to only \$68,000 and expressing concern over the frequent changes in cost estimates. She urged Council to either table the ordinance or place the issue on the ballot for voters to decide. Angelina warned that approving the contract under political pressure could lead to consequences similar to those experienced in Oregon, referencing a personal concern for public safety. She reaffirmed the importance of allowing citizens to have a voice in the decision and requested that the matter be put to a public vote. Angelina further noted that if safety were truly the top priority, the issue would have gone through the Safety Committee rather than Finance. Drawing from personal experience in factory safety departments, she explained how financial considerations often override safety in practice. She criticized terms like “consolidation” and “transferred workload” as code words for outsourcing and job loss and emphasized that Northwood dispatchers are highly capable professionals with deep local knowledge, providing examples of how well they respond to informal location descriptions. Angelina raised concerns about the potential loss of other city services housed in the dispatch center, the lack of guaranteed employment for two dispatchers, and the personal impact on employees who relocated to work in Northwood. The speaker called out the inconsistency between the city’s push to support local businesses and the decision to outsource a critical frontline service, stating that it “doesn’t make sense—money or not.”

4. Dana 2128 Maryland Place - A Northwood resident and current Wood County Sheriff's Office employee spoke in support of transitioning dispatch services to the county. She acknowledged potential bias due to their employment but emphasized her respect for both Wood County and Northwood dispatchers, calling all involved professionals committed to public service. She shared confidence in Wood County’s dispatch operations, citing their responsiveness and efficiency, and encouraged others to visit the 911 center to see its effectiveness firsthand. Dana argued that shared protocols across EMS, fire, and police make centralized dispatch more efficient, especially during major incidents. She concluded by stating that if the change is viewed as the right decision for the future, then it should also be the right decision now, urging Council to base their vote on facts rather than emotion.

5. Noah Bloom 2494 Tracy Rd. - Noah stated he is not necessarily opposed to centralized dispatch but urged the city to fully explore its options before entering into a long-term contract with Wood County. He raised concerns about how a future regional fire district potentially involving Lake Township, Rossford, and Perrysburg Township would be affected by the transition, especially since Perrysburg City and Township are currently merging their own dispatch centers. He suggested reaching out to Perrysburg to request a cost estimate, noting it could offer better value for taxpayers and possibly preserve all five Northwood dispatcher positions. He emphasized the importance of protecting current staff and ensuring the best outcome for the community before committing to a three-year agreement.

6. Sharon Reiner 827 Anderson St. - spoke in support of keeping dispatch services local, emphasizing the value of having a live person present at the police station 24/7. She shared personal experiences involving custody exchanges related to domestic violence and expressed how vital it is to feel safe knowing someone is physically in the building at all hours. She contrasted this with other jurisdictions where visitors must use a phone to request help, calling it frustrating and impersonal. She urged Council to consider the human element and safety impact on residents when making their decision.

7. Kim Ferguson 1912 Glenross Place - Kim referenced a previous Council meeting where it was stated that the city has a substantial surplus and could cover additional expenses from it. However, she suggested that most residents would likely support a levy or income tax increase to fund those needs instead, allowing the surplus to remain intact for its intended purpose—emergencies or unforeseen circumstances.

8. April Miller 24509 Walnut St. - A current Northwood Dispatcher and Northwood employee and single mother expressed concern about the lack of job security if the city transitions to county dispatch. She emphasized that an interview opportunity is not enough and she needs a guaranteed position to support her family. She shared her

July 2, 2025

gratitude for being hired in 2022 and asked Council to consider the impact this decision will have on the lives of the five families affected.

9. Dan Mikolajczyk 2513 Skagway - Dan expressed support for transitioning dispatch services to Wood County, citing financial concerns, including declining tax revenue and the need to plan for future expenses such as funding full-time firefighters after a grant expires. While acknowledging the professionalism of Northwood dispatchers, he noted the Sheriff’s office also appears capable of providing quality service at a lower cost. He urged Council to act now to preserve the opportunity to retain three dispatcher positions with the County, rather than delay and risk losing all five jobs. He concluded by opposing a potential income tax increase and encouraging Council to make the fiscally responsible decision.

10. Paula Heider 1932 Joseph St. - Paula asked for clarification on the financial savings of outsourcing the city’s dispatch services. The resident questioned whether the city would save \$68,000 annually. Mayor Schimmel clarified that the projected cost of maintaining the current dispatch center in 2027 would be approximately \$1,018,000, compared to the sheriff’s contract, which is just over \$200,000. He stated that the city is not saving the amount being publicly discussed, and explained that by 2027, the savings would total approximately \$800,000 due to increased staffing needs. The Sheriff explained the compliance deadline sharing that if the city does not comply by 2027, the county would lose hundreds of thousands of dollars in 9-1-1 funding. The importance of state funding was emphasized as a driving factor in the decision. Paula expressed support for the local dispatchers, describing their service as personal and responsive, and questioned how the savings would be used. Mayor Schimmel explained that approximately \$300,000 in immediate savings would be directed to public safety, specifically to help fund three of the six new full-time firefighter positions, three of which are currently funded by a temporary grant. Paula expressed concerns about the decision to hire full-time firefighters while simultaneously eliminating the local dispatch center, as well as the financial commitment to the newly opened community center. She suggested the possibility of a levy to retain local dispatch services; however, the Mayor responded that, based on conversations he’s had with residents, there appears to be little support. Paula also shared a personal negative experience with a 9-1-1 call routed through Wood County, emphasizing the value of local dispatchers’ knowledge of the community.

11. Cody Dunbar 175 W Andrus - Reference a letter he received in the mail regarding sidewalk replacement. He questioned why property taxes weren’t being used to fund these repairs, especially when some sidewalks fall outside of property lines. Cody also inquired about who determines whether a sidewalk is deemed irreparable and eligible for replacement. In response, it was explained that the City Engineer and Service Director evaluate the sidewalks. If the damage is due to city infrastructure, such as a city tree or utility, the city covers the cost. If not, the responsibility falls on the property owner. Cody was informed of the upcoming Sidewalk Commission hearing scheduled for July 22, where disputes can be reviewed.

12. Carol Alright 2010 Revilla - Carol acknowledged the ordinances on the agenda related to special assessments for street lighting and expressed appreciation for their inclusion. She noted that the only area not listed was Cedar Creek. It was mentioned that a bill has not been received yet, and the Finance Director is still looking into that matter. Carol stated that she has a landline and asked how 9-1-1 calls would be handled if dispatch services were consolidated with Wood County. The Sheriff explained that all service providers would be formally notified of the transition, including the specific date and time when 9-1-1 calls would begin routing to the County, which is standard procedure. Carol also inquired whether a Northwood dispatcher would continue handling 9-1-1 calls during regular business hours under the proposed contract. The Sheriff clarified that currently, landline 9-1-1 calls are routed to Northwood. However, if the City contracts with the County and retains a position at the station, that role would shift to more administrative duties and would no longer involve emergency dispatching.

13. Shannon 5951 Corduroy Rd. - Shannon stated her husband is a Northwood dispatcher and expressed concern over the potential job loss resulting from outsourcing dispatch services. She questioned whether City Council is actively working to attract new businesses to Northwood and urged members to take a more proactive role in supporting the local workforce. She also criticized the perceived lack of engagement with Northwood’s current dispatchers, noting that while some Council members had visited Wood County’s dispatch center, they had not done the same with their own staff. Shannon expressed frustration, stating it appeared the City prioritized the County’s services over its own, and urged Council to consider retaining local dispatchers if funds were being allocated for dispatch services regardless.

COMMUNICATIONS	
COUNCIL COMMITTEE REPORTS	
Economic Development	Councilor Jim Barton
No Report.	
Finance	Councilor Louis Fahrbach
No Report. Next Meeting: August 21, 2025 @ 6:30PM to discuss long term projections and incorporating our Master Plan.	
Recreation Board	Councilor Jim Barton
No Report.	
Safety	Councilor Mark Stoner
No Report.	

July 2, 2025

Tree Commission Councilor Michael Melnyk
No Report. Next Meeting: July 8, 2025 @ 6PM

Service Councilor Dean Edwards
No Report.

Parks, Rec & NCC Councilor Pat Huntermark
No Report.

Committee of the Whole Council President Kozina - Meeting on 7/2 @ 6PM
Meeting held this evening; no report given.

CEREMONIAL ITEMS

NEW RESOLUTION

PENDING RESOLUTION

RESOLUTION 2025-06 A RESOLUTION OPPOSING HOUSE BILL 335 AND URGING THE OHIO GENERAL ASSEMBLY TO REJECT LEGISLATION THAT ELIMINATES INSIDE MILLAGE AND TRANSFERS LOCAL BUDGETARY AUTHORITY TO COUNTY BUDGET COMMISSIONS; AND DECLARING AN EMERGENCY.
2nd Reading - Melnyk

RESOLUTION 2025-07 A RESOLUTION AUTHORIZING THE MUNICIPAL ADMINISTRATOR TO FILE AN APPLICATION(S) WITH THE TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENTS (TMACOG) RELATIVE TO A TRANSPORTATION ALTERNATIVES PROGRAM (TAP) AND/OR CARBON REDUCTION PROGRAM (CRP) GRANT; COMMITMENT OF FUNDS; AND TO DECLARE AN EMERGENCY.
MOTION: Councilor Stoner made a motion to **Suspend the rules**; seconded by Councilor Melnyk. **ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None

MOTION: Councilor Stoner made a motion to **Move on Emergency Clause**; seconded by Councilor Melnyk.**ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None

MOTION: Councilor Stoner made a motion to **Move on Final Adoption**; seconded by Councilor Huntermark.**ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: Passed (7-0)

RESOLUTION 2025-05 A RESOLUTION DIRECTING THE NORTHWOOD PLANNING COMMISSION TO REVIEW AND MAKE A RECOMMENDATION TO AMEND PART TWELVE (12) OF THE PLANNING AND ZONING CODE, OF THE NORTHWOOD CODIFIED ORDINANCES (NCO), AND DECLARING AN EMERGENCY.
MOTION: Councilor Stoner made a motion to **Move on Emergency Clause**; seconded by Councilor Edwards.**ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None

MOTION: Councilor Stoner made a motion to **Move on Final Adoption**; seconded by Councilor Edwards.**ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: Passed (7-0)

TABLED LEGISLATION

ORDINANCE 2025-18 AN ORDINANCE AMENDING SECTION 618.16 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED PROXIMITY OF ANIMALS TO RESIDENCES.
No Action Taken

NEW LEGISLATION

ORDINANCE 2025-22 AN ORDINANCE AMENDING THE SPECIAL ASSESSMENT DISTRICT #31-967 FOR GREENWAY ESTATES; AND DECLARING AN EMERGENCY.
1st Reading - Edwards

ORDINANCE 2025-23 AN ORDINANCE ESTABLISHING THE SPECIAL ASSESSMENT STREET LIGHTING DISTRICT #31-956 FOR THE JOHN KURFESS ADDITION; AND DECLARING AN EMERGENCY.
1st Reading - Edwards

July 2, 2025

**ORDINANCE 2025-24 AN ORDINANCE ESTABLISHING THE SPECIAL ASSESSMENT STREET LIGHTING DISTRICT #31-
____ FOR THE WOLF CREEK ADDITION; AND DECLARING AN EMERGENCY.**

1st Reading - Edwards

**ORDINANCE 2025-25 AN ORDINANCE PROVIDING FOR ASSESSMENTS FOR STREET LIGHTING PURPOSES UPON
LOTS AND LANDS IN THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO, FOR THE 2025 TAX YEAR, AND
DECLARING AN EMERGENCY.**

1st Reading - Edwards

**ORDINANCE 2025-26 AN ORDINANCE CERTIFYING COLLECTION OF ASSESSMENTS TO THE WOOD COUNTY
AUDITOR FOR THE CUTTING OF WEEDS AND PLACING THOSE ON THE TAX DUPLICATE UNDER PROVISIONS IN
OHIO REVISED CODE 731.54, AND DECLARING AN EMERGENCY.**

1st Reading - Edwards

PENDING LEGISLATON

**ORDINANCE 2025-20 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO TRANSFER CITY OWNED
PROPERTY IN THE BILTMORE GARDEN SUBDIVISION KNOWN AS LOTS 374, 375, 376 AND 377,TO THE
NORTHWOOD COMMUNITY IMPROVEMENT CORPORATION(CIC); AND DECLARING AN EMERGENCY.**

Councilor Edwards asked if the plan was to have asphalt put down; City Administrator responded yes.

MOTION: Councilor Stoner made a motion to **Move on Emergency Clause**; seconded by Councilor Barton. **ROLL
CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton,
Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None

MOTION: Councilor Stoner made a motion to **Move on Final Adoption**; seconded by Councilor Barton.**ROLL
CALL:** **Yes:** Councilor Fahrbach, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President
Kozina, Councilor Stoner; **No:** Councilor Edwards; **Abstain:** None

RESULT: *Passed (6-1)*

**ORDINANCE 2025-21 AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO
A CONTRACT WITH THE WOOD COUNTY SHERIFF'S OFFICE TO PROVIDE POLICE, FIRE AND EMERGENCY
DISPATCHING SERVICES FOR THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.**

Councilor Huntermark made a motion to put the ordinance on the ballot, stating that while he doesn't disagree with the proposal, he believes it should be the public's decision, not just council. He added that this may be the right financial move for the City, especially with the upcoming need to fund full-time firefighter positions, and acknowledged that a tax increase will be necessary to fund both, whether now or in the future. Councilor Fahrbach disagreed, stating that it was reviewed and with proper budgeting that statement is not accurate. There was no second to the motion on the floor.

Councilor Fahrbach made a motion to move on final adoption;
Councilor Stoner requested the floor for further discussion. He requested clarification on conflicting financial information regarding the dispatch contract, referencing a recent meeting with the Finance Director and City Administrator to review updated figures. Councilor Stoner asked the Finance Director to confirm current and projected costs for maintaining in-house dispatch versus contracting with the Wood County Sheriff's Office, including equipment needs and staffing levels.
Finance Director Yant confirmed the following figures:

- The estimated cost **to maintain in-house dispatch for the current year is approximately \$514,328**, not including an additional \$250,000 in potential equipment upgrades listed in the five-year capital plan.
- **By 2027**, with the need to staff 10 dispatchers, the estimated cost of in-house dispatch is projected to rise to **\$1,018,557**.
- Under the proposed contract with the Wood County Sheriff, the annual cost for dispatch services would be **\$204,735**, plus an estimated **\$94,255** for retaining one full-time records clerk, for an estimated cost of **\$298,990**. The estimated savings for **2026**, assuming the staffing changes would not take effect until 2027, would be **\$215,338** based on the current budget. However in 2027, the proposed contract would result in an estimated savings of approximately **\$719,000 annually**, even while retaining a records clerk position. Councilor Stoner emphasized the importance of making an informed decision based on verified facts, not speculation. He also stated if the contract were approved, he intends to propose a motion under New Business directing all savings from the dispatch contract to be placed in a restricted budget line item for funding the full-time firefighter positions once the SAFER grant expires.

Mayor Schimmel asked if council could offer clarity on the records clerk position, noting that, if three current dispatchers are hired by the Sheriff's Office and the City retains one as a records clerk, only one position would be displaced. The goal, as stated, is to minimize the impact on existing dispatch staff. Chief Zahradnik was asked to speak on the need for retaining more than one records clerk. He explained that the department would benefit

July 2, 2025

from two positions to ensure coverage, particularly during weekday business hours. The proposed schedule would include 10-hour shifts from 7:00 a.m. to 5:00 p.m., providing in-person assistance at the police station and handling calls.

Councilor Fahrbach addressed concerns about the decision-making process, specifically why the matter did not go through committee. He emphasized that substantial due diligence had been conducted behind the scenes, including over five hours of personal research and site visits to the Sheriff's facility by at least five Council members. He stated the decision was not made lightly and was informed by direct engagement and data review. Councilor Fahrbach confirmed that alternatives, such as contracting with Perrysburg Township were thoroughly explored but found to be significantly more expensive. He also noted that transitioning dispatch services could support future efforts towards regional fire services, given the increasing costs of fire operations.

The Mayor stated that he, along with Bob Anderson and Kevin, has participated in over 20 meetings in recent years regarding regional fire and dispatch services. He emphasized that all potential regional partners have made it clear they are unwilling to join a regional dispatch system if it costs more than their current agreements with the Sheriff’s Office, citing Rossford contract of approximately \$200,000, and \$45,000 for Walbridge; compared to the proposal of over \$800,000 we had received from Perrysburg Township.The Mayor noted that discussions on regional dispatch have been ongoing since he took office 18 years ago, and even prior to that. However, based on current and past conversations, he expressed doubt that regional dispatch will ever materialize and believes regional fire services are unlikely in the near future. He concluded by reinforcing that this has been a long-standing issue that the city has seriously explored.

MOTION: Councilor Fahrbach made a motion to **Move on Final Adoption**; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Melnyk, Councilor Barton; **No:** Councilor Edwards, Councilor Huntermark, Councilor Stoner; **Abstain:** Council President Randy Kozina

RESULT: (3-3); The Mayor, as permitted by the City Charter, cast the tie-breaking vote in favor of the ordinance. Ordinance 2025-21 was thereby passed (4-3)

MAYOR Mayor Schimmel

Mayor's Report

ADMINISTRATION:

Appoint Corey Speweik as the interm city attorney

MOTION: Council President Kozina made a motion to **appoint Corey Speweik as the interm City Attorney**; seconded by Councilor Fahrbach. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None

RESULT: *Passed (7-0)*

CITY ADMINISTRATOR Kevin Laughlin

City Administrator's Report

CITY FINANCIAL REPORT(S)

JUNE 2025 EXPENDITURES

MOTION: Councilor Stoner made a motion to **acknowledge receipt of the June 2025 City financial reports**; seconded by Councilor Huntermark. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None

RESULT: *Passed (7-0)*

LIST OF EXPENDITURES OVER \$10,000

INVOICE	DESCRIPTION	AMOUNT
STRYKER SALES CORPORATION	ANNUAL SERVICE AGREEMENT FOR COTS, LOAD SYSTEMS, & STAIR CHAIRS	\$11,026.26

MOTION: Councilor Huntermark made a motion to **Approve**; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None

RESULT: *Passed (7-0)*

CITY ATTORNEY’S REPORT/DISCUSSION Brian Ballenger

No Report.

CITY ENGINEER’S REPORT/DISCUSSION Dave Kuhn

City Engineer's Report

July 2, 2025

2025 Pavement Resurfacing Improvements project is currently out for bid, with a bid opening scheduled for July 16. Sidewalk pricing will be available in time for the Sidewalk Committee meeting on July 22nd. No other changes were reported.

NEW BUSINESS

MOTION: Councilor Stoner made a motion to **direct the City Attorney to draft an ordinance establishing a budget line item to allocate the savings from the Wood County Sheriff dispatch contract, to be used to fund the three full-time firefighter positions once the SAFER grant expires.**; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: *Passed (7-0)*

OLD BUSINESS

NA

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

NA

EXECUTIVE SESSION

NA

ADJOURNMENT

08:05 PM

ATTEST: _____
Council Clerk

APPROVED: _____
Mayor

PROCLAMATION

OFFICE OF THE MAYOR

WHEREAS, Ann Mannon, a dedicated member of Scouts BSA Troop 9370 and a student at Northwood Local Schools, has achieved the prestigious rank of Eagle Scout, the highest honor in Scouting, through exceptional leadership, service, and commitment; and

WHEREAS, Since joining Scouts BSA on August 1, 2021, Ann has demonstrated outstanding dedication by earning 33 merit badges, completing extensive service and outdoor activities, and serving in key leadership roles including Quartermaster, Assistant Senior Patrol Leader, and now Senior Patrol Leader of Troop 9370. She is also a member of the Order of the Arrow, having achieved Brotherhood rank in March 2025; and

WHEREAS, Ann has broken barriers as the first girl in her troop to complete the one-mile swim and has earned special recognitions including Scuba BSA, Snorkeling BSA, Whitewater Rafting, and the Historic Trails Award; and

WHEREAS, Beyond Scouting, Ann is a well-rounded student who maintains a 3.8 GPA, competes in volleyball, basketball, and track & field, and excels musically as third chair clarinet in the high school band;

WHEREAS, The honor of Eagle Scout will follow Ann throughout her life, serving as a permanent reminder of her hard work, perseverance, and leadership, and as an inspiring example to others of the values and dedication required to achieve such a distinction;

NOW, THEREFORE, I, Edward Schimmel, Mayor of the City of Northwood, along with the Northwood City Council, hereby recognize and congratulate Eagle Scout Ann Mannon for her remarkable accomplishments and outstanding service to the community.

IN THE WITNESS WHEREOF, I here-unto set my hand, and caused the Great Seal of the City of Northwood to be affixed this 21st day of August 2025.

Edward Schimmel, Mayor City of Northwood, Ohio

RESOLUTION 2025-08 A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, The City of Northwood is planning to make capital improvements to the intersection of Woodville Road (SR 51) and Main Street, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. The City Administrator is hereby authorized to apply to the OPWC for funds as described above.

SECTION 2. The City Administrator is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This Resolution is hereby declared to be an emergency measure because the deadline to submit the application is September 12th and is therefore necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Northwood, Wood County, Ohio and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

Vote to suspend rules: For:___ Against:___ Abstain:___
Vote on emergency clause: For:___ Against:___ Abstain:___
Vote on final adoption: For:___ Against:___ Abstain:___

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

2025-6

RESOLUTION 2025-06 A RESOLUTION OPPOSING HOUSE BILL 335 AND URGING THE OHIO GENERAL ASSEMBLY TO REJECT LEGISLATION THAT ELIMINATES INSIDE MILLAGE AND TRANSFERS LOCAL BUDGETARY AUTHORITY TO COUNTY BUDGET COMMISSIONS; AND DECLARING AN EMERGENCY.

WHEREAS, House Bill 335 (HB 335), introduced in the Ohio House of Representatives as the “Property Tax Relief Now Act,” proposes sweeping changes to the property tax system in Ohio, including the elimination of unvoted inside millage for counties, municipalities, and school districts beginning in tax year 2025; and

WHEREAS, inside millage is a long-standing and vital source of revenue that supports the provision of essential local services such as police and fire protection, mandatory contributions to the Ohio Police & Fire Pension Fund, infrastructure maintenance, and parks and recreation without the need for voter approval; and

WHEREAS, HB 335 would centralize fiscal oversight by granting county budget commissions new authority to limit local property tax rates, review and revise municipal budgets, and reduce levies based on their determination of carryover balances—despite these commissions being largely unknown to the public and unelected by the residents they would impact; and

WHEREAS, the provisions of HB 335 would undermine the principle of local control by allowing a county-level body to override the budgetary decisions of locally elected officials and reduce revenues approved by voters or budgeted based on local priorities; and

WHEREAS, this legislation would create fiscal uncertainty for cities and villages across Ohio, many of which have responsibly managed their finances and rely on inside millage to fund operations without asking voters for additional taxes; and

WHEREAS, HB 335 imposes these changes without providing revenue replace by the state for municipalities, potentially threatening the delivery of basic public services and shifting the burden to income or sales taxes; and

WHEREAS, the City of Northwood supports meaningful, collaborative property tax reform, but believes HB 335’s approach is unbalanced and detrimental to the financial health and self-determination of Ohio’s local governments;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. The City Council hereby expresses its strong opposition to House Bill 335 and urges the Ohio General Assembly to reject this legislation in its current form.

SECTION 2. The City Council specifically opposes provisions in HB 335 that:

- (a) Eliminate municipalities’ authority to levy inside millage; and
- (b) Transfer budgetary authority from locally elected officials to unelected county budget commissions.

SECTION 3. The Clerk of Council is hereby directed to forward a certified copy of this resolution to members of the Ohio General Assembly representing the City of Northwood, Ohio Governor Mike DeWine, and local media outlets.

SECTION 4. It is found and determined that all formal actions of council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

2025-6

SECTION 5. This Resolution is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Resolution shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For: ____ Against: ____ Abstain: ____

Vote on emergency clause: For: ____ Against: ____ Abstain: ____

Vote on final adoption: For: ____ Against: ____ Abstain: ____

Adopted this ____ day of _____, 2025. In Effect: _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor



ITEM REPORT/DISCUSSION

REGULAR CITY COUNCIL MEETING ON: AUGUST 21, 2025

ORDINANCE 2025-18 AN ORDINANCE AMENDING SECTION 618.16 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED PROXIMITY OF ANIMALS TO RESIDENCES. *TABLED on 6/26/25 for 90 Days*

ADMINISTRATIVE SUMMARY

Tabled on June 26, 2025 for 90 days for further review.

ADMINISTRATORS RECOMMENDATION:

ORDINANCE 2025-18 AN ORDINANCE AMENDING SECTION 618.16 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED PROXIMITY OF ANIMALS TO RESIDENCES.*TABLED on 6/26/25 for 90 Days*

WHEREAS, The Northwood City Council desires to amend Section 618.16 of the Northwood Codified Ordinance (NCO) titled Proximity of Animals to Residences.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That Northwood Codified Ordinance Section 618.16 shall be amended as follows provided hereinafter in Exhibit A attached.

SECTION 2. All other sections of Chapter 618 of the Northwood Codified Ordinances not thereinbefore amended or modified shall remain in full force and effect.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:	For:___ Against:___ Abstain:___
Vote on emergency clause:	For:___ Against:___ Abstain:___
Vote on final adoption:	For:___ Against:___ Abstain:___
Vote to amend:	For:___ Against:___ Abstain:___
Vote to adopt as amended:	For:___ Against:___ Abstain:___

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____
ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

618.16 PROXIMITY OF ANIMALS TO RESIDENCES.

(a) No person shall raise, keep, or harbor any horse, cow, sheep, goats, swine, chickens, geese, ducks, or any other fowl or animal, or any number hereof, within 200 feet of a residence property line.

(1) Notwithstanding subsection (a), the keeping of chickens (hereinafter "hens") may be permitted within 200 feet of a residence property line only under the following conditions:

- A. No more than six (6) hens shall be kept on a residential property; roosters are prohibited.
- B. Hens must be confined in a secure, well-ventilated coop and fenced run at all times.
- C. Coops and runs must be located in the rear yard. Coops or cages shall be kept at least twenty-five (25) feet from the door or window of any dwelling or occupied structure other than the owner's dwelling. Coops and cages shall not be located within ~~five (5) feet~~ eight (8) feet of a side-yard lot line, ~~nor within eighteen (18) inches of a rear yard lot line~~. Coops and cages shall not be located in the front yard. Free-range hens shall not be permitted within the City of Northwood. Coops and runs must be entirely removed from the property within thirty (30) days of removal of hens.
- D. The coop and outdoor enclosure must be kept in a sanitary condition and free from offensive odors. The coop and outdoor enclosure must be cleaned on a regular basis to prevent accumulation of waste.
- E. All feed shall be stored in rodent-proof containers and animals must not be fed in a manner likely to attract rodents, such as dispersing the feed on the ground.
- F. No slaughtering of chickens shall occur in the line of vision of any neighboring properties.

~~G. Zoning permit requirements for accessory buildings and fences are applicable.~~

(b) As used in this section, the term "horse" includes pony, donkey, and all other equine animals as set forth in Ohio R.C. 959.16.

(c) The provisions of this section shall not apply to domesticated dogs and cats which are not permitted to run at large, nor shall such provisions be applicable to mercantile establishments engaged in the sale of fowl, cattle, sheep, or swine for human consumption.

(d) No person being the owner or having charge of any horse, while riding or leading such horse along the streets of the City shall allow the same to go upon any of the sidewalks or in any way to impede the free use of the sidewalks within the City.

(e) Whoever violates any of the provisions of this section is guilty of a minor misdemeanor and shall be subject to the penalty provided in Section 698.02.

AMENDED FOR AUGUST 21, 2025 COUNCIL MEETING

618.16 PROXIMITY OF ANIMALS TO RESIDENCES.

(a) No person shall raise, keep or harbor any horse, cow, sheep, goats, swine, chickens, geese, ducks or any other fowl or animal or any number hereof within 200 feet of a residence property line.

(1) Notwithstanding subsection (a), the keeping of chickens (hereinafter “hens”) may be permitted within 200 feet of a residence property line only under the following conditions:

- A. No more than six (6) hens shall be kept on a residential property; roosters are prohibited.
- B. Hens must be confined in a secure, well-ventilated coop and fenced run at all times. Free-range hens shall not be permitted within the City of Northwood.
- C. Coops and runs must be located in the rear yard.
- D. No person shall keep or harbor any animal or fowl that howls, barks, or makes other loud or frequent noises that are unreasonable or disturbing, and that disrupt the peace and quiet of a reasonable person.
- E. No slaughtering of chickens shall occur in the line of vision of any neighboring properties.

(b) As used in this section, the term horse includes pony, donkey and all other equine animals as set forth in Ohio R.C. 959.16.

(c) The provisions of this section shall not apply to domesticated dogs and cats which are not permitted to run at large, nor shall such provisions be applicable to mercantile establishments engaged in the sale of fowl, cattle, sheep or swine for human consumption.

(d) No person being the owner or having charge of any horse, while riding or leading such horse along the streets of the City shall allow the same to go upon any of the sidewalks or in any way to impede the free use of the sidewalks within the City.

(Ord. 69-23. Passed 9-18-69.)

(e) Whoever violates any of the provisions of this section is guilty of a minor misdemeanor and shall be subject to the penalty provided in Section 698.02.

ORDINANCE 2025-27 AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSIONS RECOMMENDATION TO REZONE 0 WILLISTON ROAD (M50-812-350000031000) FROM R-4, MULTI-FAMILY TO R, SUBURBAN RESIDENTIAL; AND DECLARING AN EMERGENCY.

WHEREAS, The Northwood Planning Commission has recommended approval of the zoning amendment application of Parcel M50-812-350000031000 located at 0 Williston Road, Northwood, Ohio as submitted by Parcel Owner, Steven Kapp from R-4 (Multi Family) to R (Suburban Residential). The reason for the rezoning request is for resale and financing purposes.

WHEREAS, The Northwood Planning Commission, upon review of the application with the City Engineer and Zoning Inspector, has determined the zoning classification R (Suburban Residential) conforms to the intent of the City of Northwood’s Comprehensive Master Plan regarding future land use.

WHEREAS, the City of Northwood held a public hearing on Thursday, August 21, 2025, as advertised and in accordance with the Northwood Codified Ordinance 1242.07 for purposes of receiving public comment and reviewing the zoning amendment application.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the Council of the City of Northwood hereby concurs with the recommendation of the Northwood Planning Commission and approves the zoning amendment application as submitted by Steven Kapp, owner of parcel M50-812-350000031000 located at 0 Williston Road, Northwood, Ohio from R-4 (Multi Family) to R (Suburban Residential). The reason for the rezoning request is for resale and financing purposes.

SECTION 2. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 3. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:	For:____ Against:____ Abstain:____
Vote on emergency clause:	For:____ Against:____ Abstain:____
Vote on final adoption:	For:____ Against:____ Abstain:____

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

ORDINANCE 2025-28 AN ORDINANCE ADOPTING THE NORTHWOOD PLANNING COMMISSION'S RECOMMENDATION TO AMEND CHAPTER 1244.06 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED CONDITIONAL USES; AND DECLARING AN EMERGENCY.

WHEREAS, The Northwood Planning Commission has recommended amending Chapter 1244.06, Conditional Uses, of the Northwood Codified Ordinances; and

WHEREAS, A Public Hearing was held by the Northwood City Council regarding this recommendation on Thursday, August 21, 2025 at 7:00PM in the Council Chambers of the Northwood Municipal Building.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That Chapter 1244.06 of the Northwood Codified Ordinance, titled Conditional Uses, be amended to read as follows:

1244.06 CONDITIONAL USES.

(a) Within each zoning district, uses may be listed which are conditional. Conditional uses are uses that may be acceptable and in keeping with the purpose and intent of this Zoning Code in a given zoning district under certain circumstances. To provide for this, a conditional use may be allowed in a zoning district with prior approval from the Planning Commission. The Planning Commission may include special conditions and requirements as described in Section 1244.07 as a condition of approval.

(b) To approve a conditional use, the Planning Commission must find that:

(1) The proposed use is in fact listed as a conditional use in the district in which the property in question is located.

(2) Any lights from parking areas, signs or other sources will not affect neighboring property.

(3) The proposed conditional use will not generate noise to a level that would be objectionable to surrounding neighbors.

(4) Screening and plantings will be provided as deemed necessary to screen the view from adjacent residential property.

(5) The proposed conditional use will be adequately served by essential and required public facilities.

(6) The proposed conditional use will not involve uses, activities, processes, materials, equipment or conditions of operation that will be detrimental to any adjoining property.

(7) The proposed conditional use will have vehicular approaches to the property that shall be so designed as not to create traffic flow problems.

(8) Any building involved with the conditional use will be designed to conform with the architectural character of the neighborhood.

(9) The proposed conditional use will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the surrounding neighborhood.

(10) Approval of the conditional use will be in accordance with the purpose and intent of this Zoning Code.

(11) The proposed conditional use will not be hazardous or disturbing to any existing or future neighborhood uses.

(c) In cases where conditional use approval is required, along with approval of a site plan pursuant to Section 1250.12, the Planning Commission shall review both matters concurrently.

(d) **Permit Application Deadline** All necessary permits shall be applied for and received within one (1) year of the approval of the Conditional Use Approval.

(e) **Project Completion Deadline** The project shall be completed within two (2) years of Final Site Plan Approval. The applicant may apply to the Planning Commission for an extension prior to the expiration of the one (1) year permit period or the two (2) year construction period.

(f) **Approval Void If Responsibilities Not Met.** If the above responsibilities are not met, the Conditional Use Approval will be null and void. The property owner may seek re-approval of the site plan through the Planning Commission or ARC provided all costs and inspections have been made in full.

SECTION 2. That all other provisions of Chapter 1274 of the Northwood Codified Ordinance not hereinbefore amended or modified shall remain in full force and effect.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations

2025-28

of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:

For: ____ Against: ____ Abstain: ____

Vote on emergency clause:

For: ____ Against: ____ Abstain: ____

Vote on final adoption:

For: ____ Against: ____ Abstain: ____

Adopted this ____ day of _____, 2025.

In Effect: _____

ATTEST:

Clerk of Council

APPROVED AS TO FORM:

City Attorney

President of Council

APPROVED:

Mayor

ORDINANCE 2025-29 AN ORDINANCE ADOPTING THE NORTHWOOD PLANNING COMMISSION’S RECOMMENDATION TO AMEND CHAPTER 1250.12 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED SITE PLAN REVIEW REQUIREMENTS; AND DECLARING AN EMERGENCY.

WHEREAS, The Northwood Planning Commission has recommended amending Chapter 1250.12, Site Plan Review Requirements, of the Northwood Codified Ordinances; and

WHEREAS, A Public Hearing was held by the Northwood City Council regarding this recommendation on Thursday, August 21, 2025 at 7:00PM in the Council Chambers of the Northwood Municipal Building.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That Chapter 1250.12, of the Northwood Codified Ordinances, titled Site Plan Review Requirements, be amended to read as follows:

1250.12 SITE PLAN REVIEW REQUIREMENTS.

(e) Permit Application Deadline. All necessary permits shall be applied for and received within one (1) year of the approval of the Final Site Plan Approval.~~Approval Void If Responsibilities Not Met. If the above responsibilities are not met, the site plan approval will be null and void. The property owner may seek re-approval of the site plan through the Planning Commission or ARC provided all costs and inspections have been made in full.~~

(f) Project Completion Deadline. The project shall be completed within two (2) years of Final Site Plan Approval. The applicant may apply to the Planning Commission for an extension prior to the expiration of the one (1) year permit period or the two (2) year construction period.

(g) Approval Void If Responsibilities Not Met. If the above responsibilities are not met, the site plan approval will be null and void. The property owner may seek re-approval of the site plan through the Planning Commission or ARC provided all costs and inspections have been made in full.

(h) Operating and Locating Permit. All new businesses locating within the city must obtain an operating and locating permit from the Planning, Zoning, and Economic Development Coordinator, as listed in Section 1244.02 (a)(1). An operating and locating permit must be obtained before the opening of the business or a penalty shall apply as listed in Section 1244.99 . An application therefor shall be made to the Planning, Zoning, and Economic Development Coordinator accompanied by the appropriate fee as listed in the General Fee Schedule, Chapter 208 .

SECTION 2. That all other provisions of Chapter 1244 of the Northwood Codified Ordinance not hereinbefore amended or modified shall remain in full force and effect.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For:___ Against:___ Abstain:___

Vote on emergency clause: For:___ Against:___ Abstain:___

Vote on final adoption: For:___ Against:___ Abstain:___

Adopted this ___ day of _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

ORDINANCE 2025-30 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO TRANSFER 7.94 ACRES OF CITY-OWNED PROPERTY IN THE ENCLAVE SUBDIVISION (M50-812-340406006000),TO THE NORTHWOOD COMMUNITY IMPROVEMENT CORPORATION(CIC); AND DECLARING AN EMERGENCY.

WHEREAS, The City of Northwood is the owner of certain real property, specifically 7.94 acres in the Enclave Subdivision(M50-812-340406006000) in the City of Northwood, Ohio; and

WHEREAS, The real property is not needed for municipal purposes; and

WHEREAS, Pursuant to Chapter 1724 of the Ohio Revised Code, and as authorized by Ordinance 2024-23, the Northwood Community Improvement Corporation (CIC) was designated by the City of Northwood as the City's agency for industrial, commercial, residential development and other charitable purposes.

WHEREAS, The City of Northwood wishes to convey the vacant lots to the Northwood CIC for purposes of allowing the CIC to pursue redevelopment of the parcels;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the 7.94 acres of city-owned property (M50-812-340406006000) in the Enclave Subdivision, in Northwood, Ohio is hereby determined as no longer needed for municipal purposes by the City of Northwood

SECTION 2. The Northwood City Council authorizes the City Administrator to execute all necessary documents in order to transfer 7.94 acres of city-owned property (M50-812-340406006000) in the Enclave Subdivision to the Northwood Community Improvement Corporation (CIC).

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:	For:____ Against:____ Abstain:____
Vote on emergency clause:	For:____ Against:____ Abstain:____
Vote on final adoption:	For:____ Against:____ Abstain:____

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

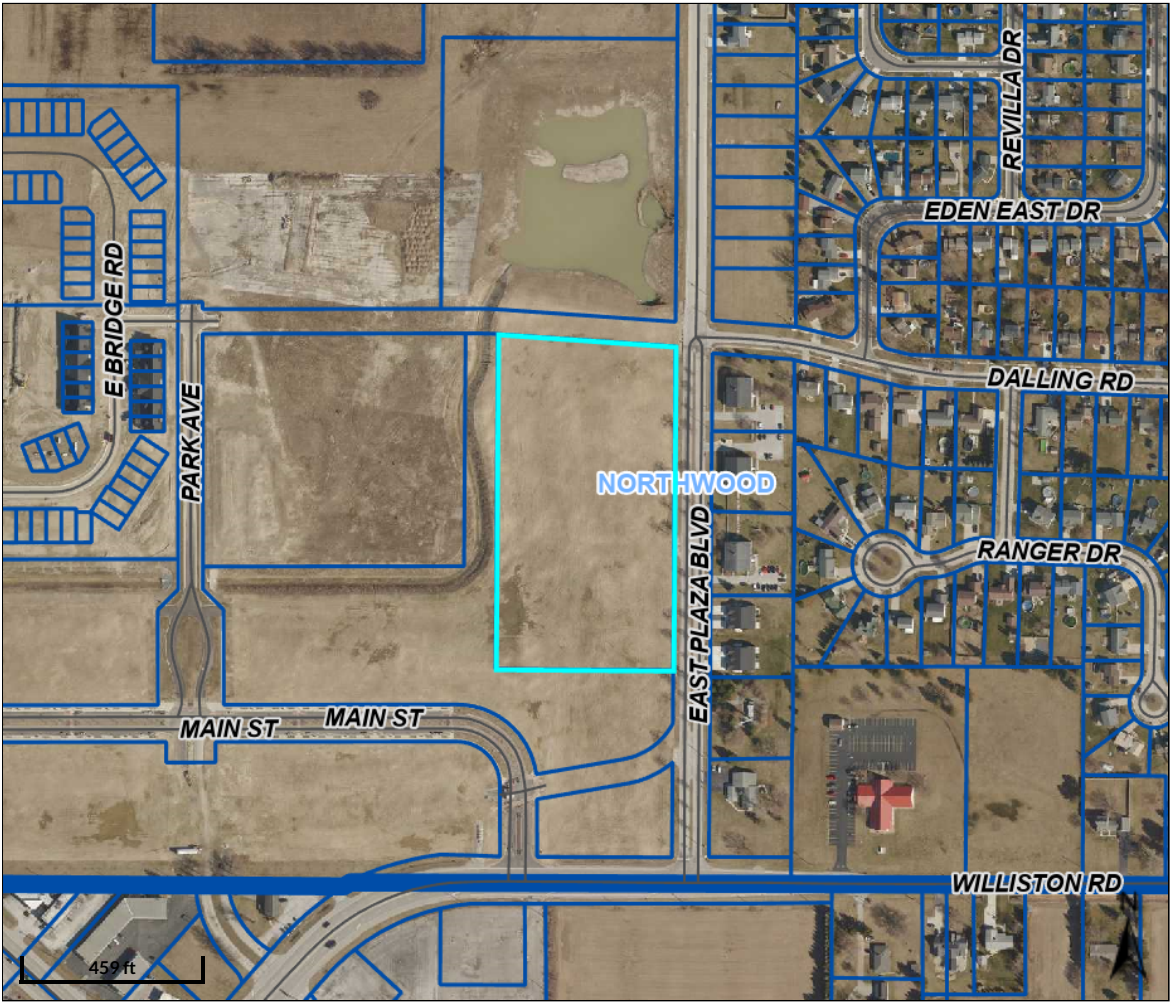
City Attorney

Mayor

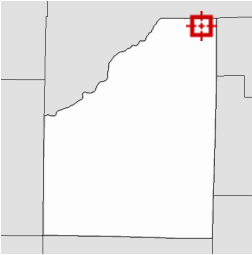


MATTHEW OESTREICH

Wood County Auditor | Wood County, Ohio



Overview



Legend

- Addresses
- Roads
- Parcels
- Corporate Limits

Parcel ID	M50-812-340406006000	Alternate ID	812-3404	Owner Address	CITY OF NORTHWOOD
Sec/Twp/Rng	34 - 8 - 12	Class	400 - COMMERCIAL - VACANT LAND		6000 WALES RD
Property Address	0 MAIN ST	Acreage	7.94		NORTHWOOD OH 43619
District	M50 - NORTHWOOD CITY NORTHWOOD				
Brief Tax Description	THE ENCLAVE				
	INLOT 6 LESS NW'LY 8.28A PT				
	(Note: Not to be used on legal documents)				

Date created: 8/11/2025
Last Data Uploaded: 8/11/2025 2:21:47 AM

Developed by SCHNEIDER
GEOSPATIAL

ORDINANCE 2025-31 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ADOPT A TRANSITIONAL WORK POLICY FOR THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.

WHEREAS, The City of Northwood received a Bureau of Workers Compensation (BWC) grant in the amount of \$6,800 to establish a Transitional Work Program through Careworks, and

WHEREAS, Careworks has written a Transitional Work Policy specifically for the City of Northwood to establish guidelines for earlier return to work for employees who have sustained a work related injury,

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the City Administrator is hereby authorized to include the Transitional Work Program into the City of Northwood policies and procedures manual, attached hereto as Exhibit A.

SECTION 2. That Careworks will begin a Job Study Analysis of 12-15 job descriptions to determine Modified Work Tasks based on various positions once the Transitional Work Program Policy has been adopted by this Council.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This ordinance shall take effect as an emergency measure because grant guidelines stipulate a 90 day timeframe of implementation and therefore is necessary to protect the health, safety and welfare of our citizens.

Vote to suspend rules:	For:___ Against:___ Abstain:___
Vote on emergency clause:	For:___ Against:___ Abstain:___
Vote on final adoption:	For:___ Against:___ Abstain:___
Adopted this ____ day of _____, 2025. In Effect: _____	
ATTEST:	

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor



City of Northwood Transitional Work Policy (TWP)

A. PURPOSE

This policy defines City of Northwood's Transitional Work Program (TWP) for employees who are injured on the job.

B. POLICY/MISSION STATEMENT

It is the policy of City of Northwood to effectively manage workers' compensation losses and invoke cost containment measures for workers' compensation claims while maintaining the working status of our employees.

The aim of this program is to provide employment after the onset of a work-related injury, accident, or illness; allowing for reasonable accommodations and/or alternative positions within City of Northwood based upon any restrictions established by the treating physician. Transitional work is a temporary accommodation.

Our goal is to return all employees, if possible, to their original employment positions within the timeframe of the program. If the injured employee is not able to return to his/her original position, an alternative assignment may be pursued.

C. ELIGIBILITY and ENTRY GUIDELINES

The TWP is available to any employee who sustains work-related injury, occupational disease or illness that is likely to result in lost time from the job. Each transitional work assignment will be treated independently of others. The injured employee must return to his/her regular full duty assignment, his/her original job with permanent modifications or another targeted job by the end of the transitional work assignment. Employees who are expected to have a temporary period of job performance limitations (defined as a limitation that is anticipated to last no more than 60 days) will be considered for participation in the program. Employees must also meet all the following criteria:

1. The employee must have had an injury, accident, illness or a reoccurrence/exacerbation of a pre-existing condition;
2. Has been released by the physician of record to participate in a TWP; and,
3. Has the potential of returning to his/her original job, original job with permanent modifications, or another targeted job that may be identified and performing the essential job functions after recovery.

If the injured employee does not meet the above criteria but has been released to return to work by the POR, the employee may be able to return to work in a modified light duty capacity. Once the injured employee has had significant restrictions lifted or is expected to progress to a full duty capacity within the timeframe of the TWP, the injured employee will begin participating in the Transitional Work Program.

D. DEFINITIONS

1. Transitional Work Program (TWP): Temporary work assignment within the injured employee's current restrictions per the treating physician's instructions with the goal of returning the employee to full time employment.
2. Temporary Period of Work Restriction: A work restriction that is anticipated to last no longer 60 calendar days.
3. Physician of Record (POR): The physician who is treating the injured employee.
4. Managed Care Organization (MCO): Sedgwick is City of Northwood's MCO that is responsible for the medical management of a workers' compensation claim. As part of this medical management process, Sedgwick is responsible for securing return to work restrictions, full duty release to return to work, and ensuring that the injured employee is not having trouble with his/her return to work. Additionally, Sedgwick is responsible for the authorization of any medical treatment and payment of the subsequent bills, in workers' compensation claims.
5. Initial Treating Provider (ITP): City of Northwood's designated medical provider who initially treats the injured employee.
6. Transitional Work Committee (TWC): Monitors the transitional work participants to identify modified duty work tasks, to ensure that the policy is adjusted as City of Northwood's needs change, to assist with program evaluation, and to educate City of Northwood about the program. The TWC will meet annually to review the TWP. The members of the Committee are identified in Attachment A.
7. Transitional Work Team (TWT): Monitors the progress of the injured employee who participates in the program with the goal of decreasing the restrictions and

increasing work tasks to full duty. The TWT may be made up of the following individuals:

- Injured employee
 - Return to Work (RTW) Coordinator
 - Immediate Supervisor
 - Physician of Record (POR)
 - Managed Care Organization (MCO) or Insurance Company
 - Field Case Manager
 - On-Site Therapist
 - Third Party Administrator (TPA)
 - Bureau of Workers' Compensation (BWC)
8. Third Party Administrator (TPA): Employer representative that ensures the best interests of the employer are met. This may include representation at workers' compensation hearings, advice on cost savings, and rate verification.
9. Bureau of Worker's Compensation (BWC): Administers Ohio's insurance system for employees who are injured on the job or who contract a disease through their occupation.

E. RESPONSIBILITIES

The Transitional Work Team is key to ensuring that the injured employee returns to full duty by monitoring and progressing each employee that participates. Communication will be done on an as needed basis.

1. Injured Employee: Responsible for maintaining regular, consistent attendance during the program. The employee must perform only those work tasks identified by the supervisor, therapist or the POR as part of the TWP, while observing safe work practices. The employee must provide the immediate supervisor and/or RTW Coordinator with the First Report of Injury (FROI), MEDCO-14 form (Attachment B) to participate in the TWP, and any restrictions the same day or one day after seeing an Initial Treating Provider (ITP). The employee will complete all TWP agreement forms that will be provided by the RTW Coordinator. The forms include the following.
 - Transitional Work Program (TWP) Participation Agreement (Attachment C)
 - TWP Employee's Rights and Responsibilities (Attachment D)
2. Return to Work Coordinator (RTW COORDINATOR) Facilitates all case management activity. The RTW Coordinator will be responsible for providing the injured employee with an injury packet and Job Analysis/Description (if applicable) to be taken to the physician and returned. She is responsible for reviewing all forms to ensure that they are fully and accurately completed by the appropriate individual(s). The RTW Coordinator will confirm the MCO has

received the First Report of Injury (FROI) and will follow up with the ITP after injury if the necessary paperwork has not been returned. The RTW Coordinator will inform the MCO and on-site therapist (if applicable) when a physician is not complying with the request for return to work. The RTW Coordinator will be responsible for sending the Letter to Physician Regarding TWP (Attachment H) to the POR and sending a copy to Sedgwick and the TPA prior to the injured employee returning to work. She will be responsible for issuing the Offer of Transitional Work Letter (Attachment I) to the injured employee (by regular and certified mail when necessary) and contacting the Third-Party Administrator (TPA) to initiate filing the appropriate form when non-compliance is an issue. The RTW Coordinator will advise all new hires to the program. She will make the necessary referral to the MCO for on-site therapist when an injured employee has returned to work with restrictions or orders for therapy. The RTW Coordinator will also inform the employee involved of the benefit options and procedure. She will initiate and maintain contact with the injured employee, third party administrator, BWC, MCO and any medical personnel involved. The RTW Coordinator will be the main employer contact for the rehabilitation professional and will be responsible for maintaining a thorough knowledge of worker's compensation reporting procedures.

3. Immediate supervisor: Facilitates immediate medical treatment when necessary. The supervisor will report the incident, investigate the cause and initiate corrective workplace measures. She will validate the job analysis and assist the RTW Coordinator with placement of the injured employee and establish Modified Work Tasks with the RTW Coordinator and on-site therapist (if applicable). She will be responsible for reinforcing that the employee is utilizing safe work practices and is performing only those tasks allowed in the TWP. If the employee is off work for a period of time, the immediate supervisor will provide the employee support and encouragement. She will monitor the employee's progress and coordinate the return-to-work date with the RTW Coordinator.
4. Physician of Record (POR) & Initial Treating Provider (ITP): Responsible for providing restrictions for work and indicating whether the employee will be able to return to full duty within the policy's limit. The medical provider will provide work restrictions to the employer no later than 24 hours after the initial visit.
5. Managed Care Organization (MCO): Responsible for the medical management of workers' compensation claims. Will assist in obtaining the restrictions and prescriptions as needed. The MCO will monitor the claims to ensure that the injured employee is receiving appropriate medical care. The MCO may aid and strategies for handling difficult claims. They will assist in providing history of past claims and accidents to spot trends. The MCO representative may recommend physicians, rehabilitation consultants, and other outside support.
6. Field Case Management Services: Assist with case management services for Remain At Work ("medical only" claims who are having difficulties remaining at

work) or employees in need of a Transitional Work Plan. The case manager may, if requested by the employer, receive approval and restrictions from the POR and write a return-to-work program which incorporates all of the elements necessary to implement and ensure success of the TWP. If a field case manager is requested, he/she will also coordinate the communication between parties involved in the TWP.

7. On-Site Therapist: The on-site therapist will perform any therapeutic exercises and/or modalities, progress work tasks as appropriate, in addition to education in job modification, body mechanics, and pacing techniques. Functional capacity evaluation and job analyses will be performed as needed. The on-site therapist will provide written communication on a weekly basis with all parties involved in the TWP and verbally with the employer on each visit.
8. Third Party Administrator (TPA): Ensures that the employer is acting appropriately to protect themselves from future workers' compensation liability. The TPA will advise the employer of the financial risk should the injured employee not return to work. Recommendations may be made by the TPA to assist the employer in reducing the risk of workers' compensation reserves that can be set on lost time claims. The TPA will make sure that the employer has all necessary paperwork completed and available to the TPA in the event a hearing is scheduled.
9. Bureau of Workers' Compensation (BWC): Responsible for making the initial determinations on the compensability of claims, to process claims, and to refer claims to the Industrial Commission for hearing. BWC recommends premium rates, collects and invests premiums, disperses money to pay compensation, medical and other benefits to the injured employees, maintains accounts, and conducts audits. BWC oversees the Division of Safety and Hygiene, whose primary duty is to educate employers in creating a safe work environment.

F. PROCEDURES

1. The injured employee will be advised that City of Northwood has established a Transitional Work Program. The POR, if not aware, should be provided with the job analysis. The employee will be made aware that the work assignments are made with feedback from his/her physician (i.e., employee restrictions). The employee will complete the Participation Agreement (Attachment C) that identifies the restrictions and given the employee's Rights and Responsibilities form (Attachment D). This agreement is signed by the employee, supervisor, and the RTW Coordinator. The supervisor and RTW Coordinator will maintain contact with the injured employee, co-workers, and support services (if applicable) to ensure good communication and positive reinforcement. An emphasis should be made of the temporary aspect as well as the dynamic nature of the position and review the employee's progress at regular intervals.

2. The immediate supervisor, working with the employee, the RTW Coordinator, and on-site therapist (if applicable) will identify assignments that may be accomplished while the injured employee has restrictions. In constructing a TW assignment, the following will be considered:
 - a. The focus is on the employee's current skills rather than the task he/she cannot perform.
 - b. The value of the alternative work to the total work unit and to other employees will be considered, providing transitional work will be a meaningful assignment.
 - c. Task selection should include tasks not being done by others at the present time, jobs that are only done occasionally, tasks not being performed that, if assigned to someone on transitional work duty, would allow co-workers time to accomplish additional work assignments.
 - d. Whenever possible, the injured employee should perform components of the original job or some other targeted job within his/her current physical abilities and restrictions as listed by the physician of record.
3. All injured employees in the TWP will comply with all personnel policies, procedures, and safe work practices. Employees are required to follow all injury reporting policies and procedures.
4. Procedures to follow when returning an injured employee back to work through the TWP.
 - a. If the injured employee, POR and/or ITP do not return the MEDCO-14 (Attachment B), or Prescription for TWP (Attachment I), the RTW Coordinator contacts the POR. If the POR does not respond, the RTW Coordinator contacts the MCO for assistance.
 - b. If the injured employee has been given restrictions, the immediate supervisor and the RTW Coordinator identify work accommodations and initiate the TWP. The Modified Work Tasks form (Attachment E) may be utilized to identify accommodations.
 - c. If the POR and/or ITP have released the injured employee to return to work utilizing an onsite occupational/physical therapist, a C-9 will be forwarded to the MCO. The immediate supervisor, RTW Coordinator and the onsite therapist will identify work accommodations and initiate the TWP. The Modified Work Tasks (Attachment E) may be utilized to identify accommodations.

- d. If the injured employee has been given a prescription for physical/occupational therapy, the RTW Coordinator contacts the MCO for an on-site therapy referral.
- e. If the POR has not released the injured employee to return to work, the RTW Coordinator and/or MCO will send a letter to the POR (Attachment H) identifying specific job tasks to be performed. A copy will be sent to the MCO and the TPA.
- f. If the POR has not released the injured employee to return to work in the Transitional Work Program or the injured employee is not expected to return to work in a full duty capacity within the timeframe for the TWP, the RTW Coordinator and/or MCO will contact the POR to determine if the injured employee is able to return to work in a modified light duty capacity. Once the injured employee has had significant restrictions lifted or is expected to progress to a full duty capacity within the timeframe of the TWP, the injured employee will begin participating in the Transitional Work Program.
- g. If the injured employee does not return to work despite being released by the POR, the RTW Coordinator will send the Offer of Transitional Work Letter to the injured employee (Attachment G) and the TWB-2 BWC TW Offer Letter (Attachment J) by regular and certified mail. A copy will be sent to the MCO and the TPA. If the injured employee does not return to work after receiving the Offer of Transitional Work Letter and the TWB-2 letter, the RTW Coordinator will follow up with the injured employee to determine his/her reasons.
- h. If the employee loses more than 7 consecutive days, the MCO will continue case management services to assist in the return to work. The case manager will contact the medical provider again and request the appropriate return to work documents. Once the documents are received, the employer will send the employee a certified letter advising him/her of the return-to-work date with a copy of the restrictions enclosed and the TWP will begin. If the physician does not feel that the employee is able to return to full duty work within the time frame established (per DODM guidelines, if applicable) for the particular injury, the MCO will refer the injured employee to vocational services if the case qualifies according to BWC standards.
- i. If the employee misses 7 or fewer days of work and the claim is considered medical only by the BWC, the claim can be considered for a Remain at Work (RAW) referral. A RAW referral may be made by the MCO or the POR and must meet the criteria established by the BWC. A field case manager will be assigned to the claim, and they will assist the employee in maintaining a working status.

- j. Once the POR has released the employee to full duty or the TWP have been closed for another reason (lack of progress, medical instability, non-compliance, etc.), the RTW Coordinator completes the Transitional Work Completion/Closure form (Attachment F₁).
5. The employee may be paid at his/her normal rate of pay for the hours worked while participating in the TWP. Compensation will be reviewed on a case-by-case basis. The employee will be considered in an active pay status for the purpose of contractual pay increases. The employer may be eligible for an incentive program (compensating an employer for a loss in productivity and hours worked) through the BWC.
6. The TWB-2, TW Offer letter (Attachment J) will also be given to the injured employee to document acceptance or refusal to participate in the TWP. If an employee refuses to participate in the TWP, the RTW Coordinator and/or TW Committee will follow up with the employee to determine his/her reasons for not participating. After determining the reasons, the employee is given the option of going through the dispute resolution process. Depending upon the outcome of the dispute resolution process, the BWC Claim Service Specialist and/or TPA may be notified of the employee's refusal to participate and a copy of the TWB-2 TW Offer letter will be forwarded to the MCO, BWC and TPA if appropriate.
7. At the completion of the TWP, the employee will be given a copy of the TWP Completion/Closure (Attachment F₁) and the Interview Form (Attachment F₂) to complete. The supervisor will be given a copy of the Interview Form (Attachment F₃) to complete.

G. LIMITATIONS

1. The duration of each TWP assignment is based on medical need. Continuation of individual programs will require ongoing documentation of medical necessity. All participants will have their case reviewed by the Transitional Work Team/Committee on an as needed basis. If an on-site physical/occupational therapist is involved, the case will be reviewed weekly.
2. All TWP assignments will have a maximum duration of 60 days. The program period will begin with the date of release to limited or restricted work established by the POR and will end upon the removal of the restrictions or at the end of the 60-day period, whichever occurs first.
3. Exit Closure Criteria: The TWP may be closed if the employee no longer meets the necessary requirements (medical instability, lack of progress, non-compliance, etc.). The TWP may also be closed if employer is no longer able to meet accommodations.

4. Extensions beyond the 60-calendar day timeframe will be handled on an individual basis. Timeframe is dependent upon medical necessity and progress. Decisions regarding extension timeframes will be determined by the TW Team with the RTW Coordinator having the final decision.

H. CONFIDENTIALITY

All information discussed by the TW Committee/Team regarding the specific injured employee will be held confidential and not disclosed to anyone other than those with a legitimate need to know.

I. ADMINISTRATION

1. Misuse: An employee who misuses this benefit by not following specified procedures, falsifying records, or the like, is subject to discipline, up to and including discharge.
2. Disagreements/Dispute Resolution: Immediate disagreements/concerns arising out of this policy with regards to an injured employee's return to work program are to be discussed by the employee and the supervisor. If not resolved, the employee and the supervisor will discuss the matter with the RTW Coordinator. Dependent on the issue at hand, the RTW coordinator may involve the TW Committee, BWC, MCO or another neutral party in order to come to an appropriate resolution.
3. Program Evaluation: City of Northwood will use a spreadsheet to track claim costs, cost savings, and the number of transitional work days. City of Northwood will also have each TW participant and supervisor complete the Interview Form (Attachment F₂ and F₃ respectively) at the completion of his/her program. The RTW Coordinator will be responsible for maintaining the spreadsheet and having each participant complete the form. The TW Committee will review the program annually with assistance from the TW Developer. Program improvement and modifications to the TWP, if applicable, will be made annually. This information will be shared with management, supervisors and employees annually. This information will be reviewed annually to determine TW Bonus eligibility.
4. Education/Training: The RTW Coordinator will be responsible for education to all new employees at orientation with regards to the TWP. Annual review will also be provided to all employees by the RTW Coordinator. The TW Developer will provide management, supervisors, and employees with the initial training. City of Northwood's has been supplied with handout material to educate/train employees as well as supervisors, management and new hires.

LIST OF ATTACHMENTS

1. Attachment A	Transitional Work Committee
2. Attachment B	MEDCO-14
3. Attachment C	TWP - Participation Agreement
4. Attachment D	Employee's Rights and Responsibilities
5. Attachment E	Modified Work Tasks
6. Attachment F ₁	TWP Completion/Closure
7. Attachment F ₂	Employee Interview Form
8. Attachment F ₃	Management/Supervisor Interview Form
9. Attachment G	Offer of Transitional Work Letter
10. Attachment H	Letter to Physician Regarding TWP
11. Attachment I	Prescription for TWP
12. Attachment J	TWB-2 BWC TW Offer Form

TRANSITIONAL WORK COMMITTEE

1. Kevin Laughlin, City Administrator
2. Renee Coatney, RTW Coordinator
3. Employee/Union Representative
4. Supervisor/Management Representation
5. Transitional Work Developer (on an as needed basis)
6. Sedgwick representative (on an as needed basis)
7. Initial Treating Provider (on an as needed basis)
8. Third Party Administrator (on an as needed basis)



Physician's Report of Work Ability (MEDCO-14)

Instructions

- Use this form to provide detailed information about the injured worker's ability to work. Add comments to Section 4 or attach additional information as necessary. BWC uses the information to support a request for temporary total compensation.
- The treating physician must submit this form each time they see the injured worker unless they:
 - Have been awarded permanent and total disability.
 - Have returned to work without restrictions within seven days of the injury.
 - Are being treated after the treating physician has released them to their former position of employment (i.e., full duty job) held on the date of injury without restrictions.
- While you may use an equivalent physician-generated document (e.g., office notes, treatment plan) to the MEDCO-14, it must contain, at a minimum, the required data elements. If you've previously submitted equivalent data, indicate the date of the report on the form (e.g., 5/15/2021, office note).

Note: Physician assistants and nurse practitioners may complete this form; however, they may only certify temporary disability for the first six weeks after the date of injury. Subsequent periods of temporary disability require a co-signature by the treating physician.

- Fax form to the managed care organization if the employer is state-funded or to the employer if self-insured.
- **Important:** Failure to provide complete information may delay compensation payments to the injured worker.

Injured worker name		Claim number		Date of injury																									
Date of <i>last</i> appointment/examination		Date of <i>this</i> appointment/examination		Date of <i>next</i> appointment/examination																									
Submission type (Select one of the options below.)																													
1	☐ Initial MEDCO-14. <i>Proceed to Section 2.</i> ☐ Subsequent MEDCO-14, <u>no</u> changes <i>Proceed to Section 6.</i> ☐ Subsequent MEDCO-14, <u>with changes</u> . Check the appropriate box "Reporting changes from the last evaluation" or "No changes" in each section.																												
Job description and work status																													
					☐ Reporting changes from last evaluation ☐ No changes																								
2	• Have you reviewed the injured worker's job description? ☐ Yes ☐ No ○ If yes, who provided the job description ☐ Injured worker ☐ Employer ☐ MCO/BWC • Does the injured worker have any physical or health restrictions related to the allowed conditions in the claim on the date of this exam? ☐ Yes ☐ No ○ If yes, are the restrictions: ☐ Permanent? ☐ Temporary? ○ If no, check the box to indicate the injured worker is released to return to full duty as of the date of this exam. ☐ <i>Proceed to Section 6.</i> • If there are restrictions, can the injured worker return to their full duty job held on the date of injury as of the date of this exam? ☐ Yes ☐ No ○ If yes, <i>Proceed to Section 6.</i> ○ If no, provide date restrictions began ____/____/____ and estimated full duty return-to-work date ____/____/____. <i>Proceed to Section 3.</i>																												
Disability information																													
					☐ Reporting changes from last evaluation ☐ No changes																								
Complete the chart below for all work-related allowed conditions being treated.																													
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">Narrative description of the work-related allowed condition</th> <th style="width: 15%;">Site/Location if applicable</th> <th style="width: 10%;">ICD code</th> <th style="width: 40%;">Is the condition preventing full duty release to the job injured worker held on the date of injury?</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td style="text-align: center;">☐ Yes ☐ No</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td style="text-align: center;">☐ Yes ☐ No</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td style="text-align: center;">☐ Yes ☐ No</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td style="text-align: center;">☐ Yes ☐ No</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td style="text-align: center;">☐ Yes ☐ No</td> </tr> </tbody> </table>						Narrative description of the work-related allowed condition	Site/Location if applicable	ICD code	Is the condition preventing full duty release to the job injured worker held on the date of injury?				☐ Yes ☐ No				☐ Yes ☐ No				☐ Yes ☐ No				☐ Yes ☐ No				☐ Yes ☐ No
Narrative description of the work-related allowed condition	Site/Location if applicable	ICD code	Is the condition preventing full duty release to the job injured worker held on the date of injury?																										
			☐ Yes ☐ No																										
			☐ Yes ☐ No																										
			☐ Yes ☐ No																										
			☐ Yes ☐ No																										
			☐ Yes ☐ No																										
List all other conditions that impact treatment of the conditions listed above (e.g., co-morbidities or not yet allowed conditions).																													

BWC-3914 (Rev. Sept. 18, 2023)

MEDCO-14

Injured worker name		Claim number		Date of injury																																																									
Abilities, clinical findings, and recovery progression ☐ Reporting changes from last evaluation ☐ No changes																																																													
• Is the Injured worker taking prescribed medication for the allowed conditions that may be a safety hazard? ☐ Yes ☐ No • Dominant hand: ☐ Right ☐ Left • Circle the injured worker's physical abilities for the activities in the chart below and provide comments as necessary.																																																													
Frequency scale		Strength level (lbs.)		Body side indicator																																																									
N = Never S = Seldom 0-1 hour O = Occasional 1-3 hours F = Frequent 3-6 hours C = Constant 6-8 hours		S = Sedentary 0-10 L = Light 0-20 M = Medium 0-50 H = Heavy 0-100 VH = Very heavy >100		L = Left R = Right B = Both *Indicate limitations ONLY																																																									
<table border="1"> <thead> <tr> <th>Activity</th> <th>Frequency</th> <th>Activity</th> <th>Strength</th> <th>Frequency</th> <th>Activity</th> <th>Side</th> </tr> </thead> <tbody> <tr> <td>Sit</td> <td>N S O F C</td> <td>Floor lift (0-17")</td> <td>S L M H VH</td> <td>N S O F C</td> <td>Front/Lateral reach</td> <td>L R B</td> </tr> <tr> <td>Stand/Walk</td> <td>N S O F C</td> <td>Knee lift (18-29")</td> <td>S L M H VH</td> <td>N S O F C</td> <td>Overhead reach</td> <td>L R B</td> </tr> <tr> <td>Climb stairs</td> <td>N S O F C</td> <td>Waist lift (30-36")</td> <td>S L M H VH</td> <td>N S O F C</td> <td>Wrist flex/extension</td> <td>L R B</td> </tr> <tr> <td>Squat/Kneel</td> <td>N S O F C</td> <td>Chest lift (37-60")</td> <td>S L M H VH</td> <td>N S O F C</td> <td>Grasp</td> <td>L R B</td> </tr> <tr> <td>Crawl</td> <td>N S O F C</td> <td>Overhead lift (>60")</td> <td>S L M H VH</td> <td>N S O F C</td> <td>Finger manipulation</td> <td>L R B</td> </tr> <tr> <td>Twist</td> <td>N S O F C</td> <td>Push/Pull</td> <td>S L M H VH</td> <td>N S O F C</td> <td>Keyboarding</td> <td>L R B</td> </tr> <tr> <td>Bend/Stoop</td> <td>N S O F C</td> <td>Carry</td> <td>S L M H VH</td> <td>N S O F C</td> <td>Operate foot controls</td> <td>L R B</td> </tr> </tbody> </table>						Activity	Frequency	Activity	Strength	Frequency	Activity	Side	Sit	N S O F C	Floor lift (0-17")	S L M H VH	N S O F C	Front/Lateral reach	L R B	Stand/Walk	N S O F C	Knee lift (18-29")	S L M H VH	N S O F C	Overhead reach	L R B	Climb stairs	N S O F C	Waist lift (30-36")	S L M H VH	N S O F C	Wrist flex/extension	L R B	Squat/Kneel	N S O F C	Chest lift (37-60")	S L M H VH	N S O F C	Grasp	L R B	Crawl	N S O F C	Overhead lift (>60")	S L M H VH	N S O F C	Finger manipulation	L R B	Twist	N S O F C	Push/Pull	S L M H VH	N S O F C	Keyboarding	L R B	Bend/Stoop	N S O F C	Carry	S L M H VH	N S O F C	Operate foot controls	L R B
Activity	Frequency	Activity	Strength	Frequency	Activity	Side																																																							
Sit	N S O F C	Floor lift (0-17")	S L M H VH	N S O F C	Front/Lateral reach	L R B																																																							
Stand/Walk	N S O F C	Knee lift (18-29")	S L M H VH	N S O F C	Overhead reach	L R B																																																							
Climb stairs	N S O F C	Waist lift (30-36")	S L M H VH	N S O F C	Wrist flex/extension	L R B																																																							
Squat/Kneel	N S O F C	Chest lift (37-60")	S L M H VH	N S O F C	Grasp	L R B																																																							
Crawl	N S O F C	Overhead lift (>60")	S L M H VH	N S O F C	Finger manipulation	L R B																																																							
Twist	N S O F C	Push/Pull	S L M H VH	N S O F C	Keyboarding	L R B																																																							
Bend/Stoop	N S O F C	Carry	S L M H VH	N S O F C	Operate foot controls	L R B																																																							
• Injured worker can work _____ hours per day and _____ hours per week. • Are there any functional restrictions based only on the allowed psychological conditions? ☐ Yes ☐ No o If yes, describe any functional restrictions in comments below and reference the MEDCO-16 as needed. • Provide your clinical and objective findings supporting your medical opinion. List barriers to return to work, reason(s) for delayed recovery, and proposed treatment plan (e.g., modalities, therapies, surgery), including estimated duration of each treatment or indicate if all or part of this information is in office notes (include date(s) of notes). Comments:																																																													
Health and Behavioral Assessment: (HBA evaluates cognitive, emotional, social, and behavioral barriers that might impact physical health problems and treatments which are associated with the allowed physical injury in the claim.) • Is the injured worker's recovery not progressing, or progressing slower than expected? ☐ Yes ☐ No • Do cognitive, emotional, social, or behavioral barriers exist that may be interfering with expected healing? ☐ Yes ☐ No Vocational rehabilitation is a voluntary program for an eligible injured worker who needs assistance to remain at work or return to work. Is the injured worker currently able to participate in a vocational rehabilitation program? ☐ Yes ☐ No																																																													
Maximum medical improvement (MMI) status ☐ Reporting changes from last evaluation ☐ No changes MMI is a treatment plateau (static or well-stabilized) at which no fundamental functional or physiological change can be expected within reasonable medical probability, in spite of continuing medical or rehabilitative procedures. Has the work-related injury(s) or occupational disease reached MMI based on the definition above? ☐ Yes ☐ No • If yes, give MMI date: ____/____/____. <i>Note: An injured worker may need supportive treatment to maintain his or her level of function after reaching MMI. So, periodic medical treatment may still be requested and, if approved, provided.</i>																																																													
Treating physician's signature – mandatory (See exceptions at the top of the form.) I certify the information on this form is correct to the best of my knowledge. I am aware that any person who knowingly makes a false statement, misrepresentation, concealment of fact, or any other act of fraud to obtain payment as provided by BWC, or who knowingly accepts payment to which that person is not entitled, is subject to felony criminal prosecution and may be punished, under appropriate criminal provisions, by a fine or imprisonment or both.																																																													
Treating physician's name (Print legibly.)			Address, city, state, nine-digit ZIP code																																																										
Treating physician's signature																																																													
BWC provider (PEACH) number		Date	Telephone number		Fax number																																																								

BWC-3914 (Rev. Sept. 21, 2023)
MEDCO-14

Transitional Work Program Participation Agreement
City of Northwood's

The Transitional Work Program (TWP) at City of Northwood is designed to provide you with temporary work assignments within your current restrictions per your physician. All parties agree that during your participation in the TWP, you will not be required to perform any tasks or duties that are not compatible with the temporary restrictions your doctor has provided. Your physician provided the following restrictions:

- 1.
 - 2.
- Date beginning _____ until _____.

This program will continue as long as there is a documented medical need up to a maximum of 60 days. Your program may be closed earlier due to lack of medical necessity, lack of progress, non-compliance, or other changes in your medical condition.

You may be paid your regular rate of pay for the hours worked while participating in the program. You will be expected to follow all established personnel policies and procedures. Any physical therapy, doctors' appointments, etc. related to your injury or illness are to be scheduled during non-working hours. If you are unable to schedule an appointment during non-working hours, they must be scheduled for the first two or last two hours of your assigned shift. You may receive physical/occupational therapy services at the job site.

Your signature on this form indicates that you understand the requirements for participation in the Transitional Work Program and that you will abide by the medical restrictions placed upon you by your doctor. Your signature on this form also indicates that you have received the Employee's Rights and Responsibilities information sheet.

Employee

Date

Supervisor

Date

RTW Coordinator

Date

cc: Employee
 Supervisor
 RTW Coordinator
 Worker's Compensation file
 MCO Representative

Attachment C

Employee's Rights and Responsibilities

You have the right to be treated fairly as the program is designed to provide you with work within your restrictions and return you safely to the work environment.

You have the right to be a productive employee honoring your work restrictions and maintaining your employment and benefits while in the Transitional Work Program.

Take an injury packet to the medical provider on the first visit following the injury.

Communicate with your medical provider that your employer has a Transitional Work Program and can accommodate most restrictions.

Obtain your medical work restrictions from the medical provider.

Upon returning to work, contact your immediate supervisor or Return To Work (RTW) Coordinator and provide them with your restrictions.

Working with your immediate supervisor and the RTW Coordinator, establish work duties that are within your restrictions.

Communicate with your immediate supervisor any problems that occur during your transitional work assignment.

Meet with your immediate supervisor and the RTW Coordinator at least monthly to review your progress and if possible, increase your work duties.

Meet with your medical provider monthly to review your current restrictions and if possible, increase what you are able to do.

Attend all off-site therapy sessions or physician appointments within the first two hours or last two hours of your shift.

Provide your supervisor with documentation of attendance of all off-site therapy and physician visits that take place during your work hours.

Fill out appropriate paperwork for time off work.

Have your medical restrictions and information handled in the most confidential manner by all parties involved in your Transitional Work Program (TWP).

You are responsible to work within your restrictions and communicate to the RTW Coordinator when job duties fall outside of those restrictions or cause you discomfort.

You have the right to discuss your case with the RTW Coordinator and provide your employer with any medical information, as it becomes available.

You have the right to follow the dispute resolution procedure in the event you have any concerns with your Transitional Work Program.

Modified Work Tasks

As a function of the Transitional Work Policy, City of Northwood may utilize the following duties to accommodate injuries during the transition of the injured employee. These duties may be expanded upon as new restricted duty tasks are identified; however, the on-site therapist should ensure that the new duties meet the injured employee's restrictions. The on-site therapist (if applicable), RTW Coordinator and/or immediate supervisor in collaboration with the physician of record will be responsible for progressing the injured employee toward higher functions as appropriate in each case. All transitional work duties will consider the operational needs of the facility at the time of the program and prioritize accordingly. Staff will be utilized in their primary work area as necessary and available. Crossover to other departments/areas is acceptable should there be a lack of restricted duty tasks available within the injured employee's department. In all assignments, the injured employee should remain in a function as close to their regular assignment as the restrictions permit.

This original list should be continually updated as new restricted duty tasks are identified.

Work tasks are classified according to the material handling required. Care must be taken to ensure that work tasks are assigned based upon each individual restriction, ability, and diagnosis.

Sedentary Duties (10 pounds and less)

1. Customer Service, phone call, follow up calls, and gathering information.
2. File and data maintenance
3. Data Entry
4. Sorting and organizing parts, tools, and small materials at the table location
5. Mailings and filing
6. Untangling lights and checking light bulbs for special projects such as Christmas

Light Duties (20 pounds and less)

1. Sorting and organizing parts, tools, and small materials while standing and organizing.
2. Sweeping and cleaning
3. Organizing materials such as tools
4. Delivery and driving
5. putting material and supplies in supply area.
6. cataloging and recording materials
7. Untangling lights and checking light bulbs for special projects such as Christmas

Transitional Work Program Completion/Closure City of Northwood's

To:

Department:

Date:

Your participation in the Transitional Work Program has ended due to the following reason(s):

- ☐ You have been released to return to full duty on _____.
- ☐ You have not made a significant amount of progress.
- ☐ You have not complied with the Physician's restrictions.
- ☐ Your medical conditions have become unstable.
- ☐ Your physician has found you to be temporarily disabled from work.
- ☐ City of Northwood is no longer able to accommodate your restrictions.
- ☐ You have voluntarily resigned from City of Northwood.

Your transitional work assignment closure is effective as of _____. You may qualify for additional benefits related to your injury. Please contact the Return-to-Work Coordinator for additional information.

RTW Coordinator

Date

Supervisor

Date

cc: Employee
Supervisor
RTW Coordinator
Worker's Compensation file
MCO Representative

Employee Interview Form City of Northwood's

1. Do you feel that you benefited from the Transitional Work Program? Why or why not?
2. What things could be improved?
3. What aspect of the program was most beneficial?
4. What aspect of the program was least beneficial?
5. Do you feel that having a therapist work with you at the job site was beneficial?
6. How would you improve the program?

Management/Supervisor Interview Form City of Northwood's

1. Do you feel that the injured employee benefited from the Transitional Work Program? Why or why not?
2. Do you feel that having a therapist work with the employee at the job site was beneficial? Why or why not?
3. Did the therapist effectively communicate and include you in the process of establishing work tasks?
4. What aspects of the program were most beneficial?
5. What aspects of the program were least beneficial?
6. How would you improve the process/program?
7. Are you favorable to working with another employee who may need to participate in the program? Why or why not?

(Date)

(Employee)
(Address)

Regarding: (claim number)

Dear _____,

Your physician believes that you can build the strength and stamina to return to your regular job within 60 days.

Please see the attached physical restrictions received from your physician. We have matched these restrictions with tasks within your classification, which will allow you to work without breaking your limitations.

You will begin work on _____. Please indicate your intent to report within 24 hours of receiving this letter. You will work within your limitations and will make gradual increases toward your full return to work under the guidance of your physician. You will return to work as a _____. During the ensuing days, with the assistance of your physician and therapist (if indicated), you will transition back to your regular job assignment.

You may be paid your full salary for the hours that you work during this program regardless of the modified duty tasks you will be performing. The tasks involved in this program are only temporary in nature and are not a permanent re-assignment. The program is intended to assist you in building your physical capacities to return in full.

All of City of Northwood policies, including attendance, tardiness and calling off work will apply to you during this program. We hope that you attempt to utilize this opportunity to its fullest extent by being present each day of the program. We are impressed with your work ethic in returning to work although you have suffered an injury. Your commitment to the Transitional Work Program, your job, and co-workers is very much appreciated. If you have any questions regarding this program, please call me at 419-690-1659.

Sincerely,

Renee Coatney, RTW Coordinator

cc: Worker's Compensation file
Managed Care Organization
Third Party Administrator

Attachment G

(Date)

(Physician of Record)
(Address)

Regarding (injured employee's name)
Claim (number)

Dr. _____,

City of Northwood is offering a new program to its employees who have sustained a work-related injury or illness. It is the Transitional Work Program. The purpose of the program is to offer temporary work assignments with pay until your patient is able to return to his/her regular job duties. It is being offered to protect the employability of your patient. Please advise if your patient is able to return to work as a _____.

While participating in this program, your patient will be required to: (list job functions or attach the Job Analysis)

- 1.
- 2.
- 3.
- 4.
- 5.

Additionally, we are able to accommodate on-site therapy. Enclosed for your completion is a standard prescription form for Transitional Work in order to allow the therapist to progress your patient as appropriate.

If you have any questions, please call me at 419-690-1659, or Dustin Napier at the MCO at 888-627-7586, fax number 888-627-0074.

Sincerely,

Renee Coatney, RTW Coordinator

cc: Worker's Compensation file
Managed Care Organization
Third Party Administrator

Attachment H

(Date)

(Physician of Record)
(Address)

Regarding (injured employee's name)
Claim (number)

Dr. _____,

City of Northwood's has established a Transitional Work Program, which may include on-site physical/occupational therapy. The following is a standard prescription for this program. This prescription authorizes the injured employee to return to work with a position, utilizing Job Analyses and Modified Work Tasks completed by a therapist, which fits the restrictions given by you, the physician. The injured employee may receive therapy, at the work site, to re-mediate the injury and facilitate work task progressions. Progressions refer to advancing the injured employee towards regular duty within the 60-day time frame for this program. Please check the appropriate box, sign and return.

_____ Return to restricted duty and begin progressions towards full duty only after consulting with the physician.

_____ Return to restricted duty and begin progressions towards full duty per the therapist on-site.

_____ Return to restricted duty, but delay work progressions at this time and consult the physician. The injured employee should be able to return to full duty within 60 days but must be closely monitored by the physician.

_____ Injured employee may return to restricted duty but will definitely not be able to return to full duty within 60 days. I estimate _____ days for full recovery.

_____ No return to restricted duty work due to the following factors:

- 1.
- 2.
- 3.

_____ Injured employee may be able to return to restricted duty on _____.
Contact me just prior to this date.

Physician Signature

Date

Attachment I



**Transitional Work Offer and
Acceptance Form**

Instructions

Bonus calculation for Destination Excellence – Transitional Work requires completion of this form for every offer of transitional work made in claims with a date of injury during the bonus period. You must complete this form and sign it. Once completed, have your injured employee sign the form, then submit it to BWC. Use the fax number to submit medical documentation to your managed care organization (MCO).

Employer information	
Name of company	Policy number
Name of employee	Claim number
Date of injury	Job title

Transitional work offer	
On _____ Date	your physician of record/treating physician _____ Physician
released you to return to work with restrictions. We are offering you participation in our transitional work plan in accordance with these restrictions from your physician beginning _____ Date	

☐ Employee acceptance ☐ Employee refusal
--

Employer acknowledgement	
I certify the above information is correct to the best of my knowledge. I am aware that any person who knowingly makes a false statement, misrepresentation, concealment of fact, or any other act of fraud to obtain payment as provided by BWC or who knowingly accepts payment to which that person is not entitled, is subject to felony criminal prosecution and may, under appropriate criminal provisions, be punished by a fine, imprisonment or both.	
Printed name of employer	Title
Signature of employer X	Date signed

Employee agreement	
I agree to participate in transitional work activities within the restrictions indicated by my treating physician. I certify the above information is correct to the best of my knowledge. I am aware that any person who knowingly makes a false statement, misrepresentation, concealment of fact, or any other act of fraud to obtain payment as provided by BWC or who knowingly accepts payment to which that person is not entitled, is subject to felony criminal prosecution and may, under appropriate criminal provisions, be punished by a fine, imprisonment or both.	
Printed name of employee	
Signature of employee X	Date signed

BWC-3001
TWB-2

2025-32

ORDINANCE 2025-32 AN ORDINANCE APPROVING SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2025; AND DECLARING AN EMERGENCY.

WHEREAS, the City Engineer has prepared a cost estimate of \$506,650 for the extension of Dalling Drive west of East Plaza; and,

WHEREAS, funds need to be appropriated prior to contracting for this project;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the Finance Director is hereby authorized and directed to increase Supplemental Appropriations in the Capital Improvement Fund totaling \$506,650 as follows:

401-7610-53530	Street construction	457,300
401-7610-53588	Engineering	49,350

SECTION 2. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 3. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For:___ Against:___ Abstain:___

Vote on emergency clause: For:___ Against:___ Abstain:___

Vote on final adoption: For:___ Against:___ Abstain:___

Adopted this ___ day of ___, 2025. In Effect: _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

**Dalling Road Extension
Wallick Frontage
City of Northwood
Preliminary Estimate of Costs
August 18, 2025**

<u>Description</u>	<u>Quantity</u>		<u>Unit Price</u>	<u>Total Price</u>
Clearing and Grubbing	1	LUMP	\$2,000.00	\$2,000.00
Excavation	850	CY	\$5.00	\$4,250.00
Embankment	850	CY	\$5.00	\$4,250.00
Subgrade Compaction	1910	SY	\$1.50	\$2,865.00
Subgrade Base Improvements	100	CY	\$55.00	\$5,500.00
Agregate Base	611	CY	\$55.00	\$33,605.00
Tack Coat	150	GAL	\$3.25	\$487.50
Asphalt Concrete Surface Course	84	CY	\$230.00	\$19,320.00
Asphalt Concrete Intermediate Course	84	CY	\$220.00	\$18,480.00
Sidewalks	5300	SF	\$11.00	\$58,300.00
Curb Ramps	200	SF	\$11.00	\$2,200.00
Detectable Warnings	16	SF	\$35.00	\$560.00
Curbs and Gutter	1048	FT	\$40.00	\$41,920.00
Curb	80	FT	\$35.00	\$2,800.00
Maintaining Traffic	1	LUMP	\$1,000.00	\$1,000.00
Mobilization	1	LUMP	\$5,000.00	\$5,000.00
Ground Mounted Support	24	FT	\$33.00	\$792.00
Sign	9.25	SF	\$44.00	\$407.00
Headwall	1.78	CY	\$1,500.00	\$2,670.00
12" Storm Sewer, Type B	54	FT	\$75.00	\$4,050.00
12" Storm Sewer, Type C	394	FT	\$55.00	\$21,670.00
60" Storm Sewer, Type B	39	FT	\$450.00	\$17,550.00
60" Storm Sewer, Type C	221	FT	\$275.00	\$60,775.00
Catch Basin, Type A-1, As Per Plan	4	EA	\$3,000.00	\$12,000.00
2-6 Catch Basin	1	EA	\$8,700.00	\$8,700.00
Storm Manhole, No. 3	2	EA	\$3,500.00	\$7,000.00
Storm Manhole, No. 3 (6' Dia.)	1	EA	\$8,700.00	\$8,700.00
Stop Line	20	FT	\$10.00	\$200.00
Topsoil Furnished and Placed	50	CY	\$50.00	\$2,500.00
Seeding and Mulching	1850	SY	\$1.50	\$2,775.00
Commercial Fertilizer	0.17	TON	\$600.00	\$102.00
Curb Inlet Sediment Filter	4	EACH	\$50.00	\$200.00
Construction Entrance	1	EA	\$1,000.00	\$1,000.00
Concrete Washout	1	EA	\$500.00	\$500.00

Restoration of Right - of - Way	1	LUMP	\$10,000.00	\$10,000.00
8" Waterline	588	FT	\$64.00	\$37,632.00
Hydrant Assembly	1	EA	\$8,000.00	\$8,000.00
10"x10"x8" Tapping Sleeve & Valve in Valve Box	1	EA	\$6,000.00	<u>\$6,000.00</u>

Construction Subtotal	\$415,760.50
Contingency	<u>\$41,539.50</u>
Construction Total	<u>\$457,300.00</u>

Topographic Survey	\$2,000.00
Engineering Design	\$33,250.00
*Bidding	\$2,500.00
Construction Staking	\$2,000.00
Additional Project Representative (4 Weeks)	<u>\$9,600.00</u>
Project Grand Total	<u>\$506,650.00</u>

ORDINANCE 2025-33 AN ORDINANCE ESTABLISHING A BUDGET LINE ITEM TO ALLOCATE SAVINGS FROM THE WOOD COUNTY SHERIFF DISPATCH CONTRACT TO FUND THREE FULL-TIME FIREFIGHTER POSITIONS UPON EXPIRATION OF THE SAFER GRANT, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Northwood has entered into a contract with the Wood County Sheriff’s Office for dispatch services, resulting in projected cost savings to the City; and

WHEREAS, the City of Northwood Fire Department currently staffs three (3) full-time firefighter positions that are being funded through the federal SAFER (Staffing for Adequate Fire and Emergency Response) Grant; and

WHEREAS, the SAFER Grant funding is temporary and will expire upon completion of the grant term; and

WHEREAS, the City Council finds it necessary to establish a dedicated budget line item to ensure that the savings realized from the dispatch services contract are reserved and allocated for the purpose of sustaining the three (3) full-time firefighter positions beyond the expiration of the SAFER Grant.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. There is hereby established a budget line item within the City’s General Fund, to be designated as “Firefighter Staffing Sustainability Fund.”

SECTION 2. The Finance Director is directed to allocate annually to said line item an amount equal to the savings realized from the Wood County Sheriff dispatch services contract, as determined by the difference between the prior cost of dispatch services and the current contracted amount.

SECTION 3. Funds allocated to the Firefighter Staffing Sustainability Fund shall be restricted for the purpose of funding the three (3) full-time firefighter positions currently supported by the SAFER Grant, beginning in the fiscal year following the expiration of the grant.

SECTION 4. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 5. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For:___ Against:___ Abstain:___

Vote on emergency clause: For:___ Against:___ Abstain:___

Vote on final adoption: For:___ Against:___ Abstain:___

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

ORDINANCE 2025-22 AN ORDINANCE AMENDING THE SPECIAL ASSESSMENT DISTRICT #31-967 FOR GREENWAY ESTATES; AND DECLARING AN EMERGENCY.

WHEREAS,it has been brought to the attention of this Council and Finance Director that property owners on the South side of Dalling Drive are not being assessed for the street lights on Dalling Drive in the Greenway Estates subdivision; and

WHEREAS, property owners on the South side of Dalling Drive are part of the Turnberry Estates subdivision and are not included in the Turnberry Estates lighting district either; and

WHEREAS, all property owners on Dalling Drive have the same benefits of having street lights in their neighborhood;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. Special Assessment Street Lighting District #31-967 with the Wood County Auditor’s office shall hereby be amended to include the following property owners as part of the lighting district:

Parcel No.	Address
M50-812-350301006000	3984 Dalling Dr.
M50-812-350301007000	3978 Dalling Dr.
M50-812-350301008000	3976 Dalling Dr.
M50-812-350301009000	3970 Dalling Dr.
M50-812-350301010000	3966 Dalling Dr.
M50-812-340404008000	3952 Dalling Dr.
M50-812-340404009000	3948 Dalling Dr.
M50-812-340404010000	3944 Dalling Dr.
M50-812-340404011000	3940 Dalling Dr.
M50-812-340404012000	3936 Dalling Dr.

SECTION 2. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 3. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:	For:___ Against:___ Abstain:___
Vote on emergency clause:	For:___ Against:___ Abstain:___
Vote on final adoption:	For:___ Against:___ Abstain:___

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

ORDINANCE 2025-23 AN ORDINANCE ESTABLISHING THE SPECIAL ASSESSMENT STREET LIGHTING DISTRICT #31-956 FOR THE JOHN KURFESS ADDITION; AND DECLARING AN EMERGENCY.

WHEREAS, Subdivision regulations in the Northwood Codified Ordinances, section 1222.05 d (22) for plat approval requires street lighting; and

WHEREAS, three (3) 50W LED street lights were installed by Toledo Edison for the John Kurfess Addition; and

WHEREAS, three (3) 50W LED street lights were installed by Toledo Edison for the John Kurfess Addition; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. Special Assessment Street Lighting District #31-956 with the Wood County Auditor’s office shall hereby be established to include the following property owners as part of the lighting district:

Parcel No.	Address
M50-812-340402041000	3085 E. Plaza Dr.
M50-812-340402040000	3095 E. Plaza Dr.
M50-812-340402039000	4005 E. Plaza Dr.
M50-812-340402038000	4015 E. Plaza Dr.
M50-812-340402037000	4025 E. Plaza Dr.
M50-812-340402036000	4035 E. Plaza Dr.
M50-812-340402035000	4045 E. Plaza Dr.
M50-812-340402034000	4055 E. Plaza Dr.
M50-812-340402033000	4065 E. Plaza Dr.
M50-812-340402032000	4075 E. Plaza Dr.
M50-812-340402031000	4085 E. Plaza Dr.
M50-812-340402030000	4095 E. Plaza Dr.
M50-812-340402029000	5005 E. Plaza Dr.
M50-812-340402028000	5015 E. Plaza Dr.
M50-812-340402027000	5025 E. Plaza Dr.

SECTION 2. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 3. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:	For:___ Against:___ Abstain:___
Vote on emergency clause:	For:___ Against:___ Abstain:___
Vote on final adoption:	For:___ Against:___ Abstain:___

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____
ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

ORDINANCE 2025-24 AN ORDINANCE ESTABLISHING THE SPECIAL ASSESSMENT STREET LIGHTING DISTRICT #31-955 FOR THE WOLF CREEK ADDITION; AND DECLARING AN EMERGENCY.

WHEREAS, Subdivision regulations in the Northwood Codified Ordinances, section 1222.05 d (22) for plat approval requires street lighting; and

WHEREAS, four (4) 175W Mercury street lights were installed by Toledo Edison for the Wolf Creek Addition; and

WHEREAS, the City is awaiting this lighting district to be added to it’s monthly billing;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. Special Assessment Street Lighting District #31-955 with the Wood County Auditor’s office shall hereby be established to include the following property owners as part of the Wolf Creek Addition lighting district:

<u>Parcel No.</u>	<u>Address</u>
M50-812-340001001000	325 Wolf Creek Ct..
M50-812-340001002000	335 Wolf Creek Ct..
M50-812-340001003000	345 Wolf Creek Ct..
M50-812-340001004000	355 Wolf Creek Ct..
M50-812-340001005000	363 Wolf Creek Ct..
M50-812-340001006000	369 Wolf Creek Ct..
M50-812-340001007000	375 Wolf Creek Ct..
M50-812-340001008000	383 Wolf Creek Ct..
M50-812-340001009000	391 Wolf Creek Ct..
M50-812-340001010000	382 Wolf Creek Ct..
M50-812-340001011000	370 Wolf Creek Ct..
M50-812-340001012000	370 Wolf Creek Ct..
M50-812-340001013000	362 Wolf Creek Ct..
M50-812-340001014000	354 Wolf Creek Ct..
M50-812-340001015000	344 Wolf Creek Ct..
M50-812-340001016000	334 Wolf Creek Ct..
M50-812-340001017000	324 Wolf Creek Ct..

SECTION 2. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 3. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For:___ Against:___ Abstain:___

Vote on emergency clause: For:___ Against:___ Abstain:___

Vote on final adoption: For:___ Against:___ Abstain:___

Adopted this ___ day of _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

2025-25

ORDINANCE 2025-25 AN ORDINANCE PROVIDING FOR ASSESSMENTS FOR STREET LIGHTING PURPOSES UPON LOTS AND LANDS IN THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO, FOR THE 2025 TAX YEAR, AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That to pay for the costs and expenses of lighting streets, lanes and public ways in the City of Northwood, Wood County, Ohio, shall be assessed upon lots and lands bounding and abutting upon said streets, lands and public ways and being contained in the subdivisions as described herein, for the year 2025, an assessment according to the percentage of tax valuation of all said lots and lands as may be determined by the Auditor of Wood County, Ohio to produce the sums as indicated from the lands listed below:

LANDS	SUMS TO BE PROVIDED
1. All of the lots and lands contained within the Homecraft Lighting District No. 1 and No. 3 as described and presently on file with the Wood County Auditor, and in addition thereto, all of the lots and lands in the Homecraft Extension, an addition in the City of Northwood, Wood County, Ohio, commencing with Lot #217 through and including Lot #410.	\$16,600.00
2. All of the lots and lands contained within Rochester Place, as described presently on file with the Wood County Auditor’s office known as Lighting District No. 2.	\$ 725.00
3. All lots and lands contained within the Lemoyne Road Lighting District as described and presently on file with the Wood County Auditor’s office.	\$ 3,835.00
4. All parcel numbers contained within the Heritage Park Plat 1, 2, & 3 Road Lighting District as described and presently on file with the Wood County Auditor’s office, which parcel numbers are M50-300-130410033000 through and including M50-300-130423018000.	\$ 6,650.00
5. All lots and lands in Radnor Lighting District including parcel numbers M50-812-270302001000 through and including parcel M50-812-270305016000 and parcel numbers M50-812-340101004000 through and including parcel M50-812-340102024000, as described and presently on file with the Wood County Auditor’s office.	\$ 8,400.00
6. All lots and lands in the Aztec Subdivision Lighting District including parcel number M50-812-270301001000 through and including parcel number M50-812-270407010000, as described and presently on file with the Wood County Auditor’s office.	\$ 4,750.00
7. All lots and lands in the Eden East, a.k.a.	\$ 5,700.00

2025-25

Greenway Estates Subdivision, shall be assessed on all said lots and lands within parcel numbers M50-812-340401001000-M50-812-340403004000; M50-812-350302001000-M50-812-350305004000; M50-812-350301006000-M50-81235030101000; M50-812-340404008000-M50-812-340404012000 as described with the Wood County Auditor's office.

- | | |
|---|-------------|
| 8. All lots and lands contained within Drouillard Road Street Lighting District as described on file with the Wood County Auditor consisting of parcel numbers M50-812-280304010000 through and including M50-812-280304019000 and including parcel numbers M50-812-290000013000 through and including M50-812-290000015000. | \$ 740.00 |
| 9. All lots and lands contained with Cedar Creek Street Lighting District as described on file with the Wood County Auditor consisting of parcel numbers M50-812-360001001000 through and including M50-812-360001092001 | \$ 1,240.00 |
| 10. All lots and lands contained within Turnberry Estates Plat III Street Lighting District as described on file with the Wood County Auditor consisting of parcel numbers M50-812340404013000 through and including M50-812-340404021000, and also including parcel numbers M50-812350301011000 through and including M50-812350301033000. | \$ 515.00 |
| 11. All lots and lands contained within Woodville Road West Lighting District as described on file with the Wood County Auditor consisting of parcel numbers M50-812-330205049000 through and including M50-812-330214036000. | \$ 6,490.00 |
| 12. All lots and lands contained within Woodville Road East Lighting District as described on file with the Wood County Auditor consisting of parcel numbers M50-812-340303028000 through and including M50-812-340405007000. | \$ 8,500.00 |
| 13. All lots and lands contained within Arbor Drive Lighting District as described on file with the Wood County Auditor consisting of parcel numbers M50-300-240004001000 through and including M50-300-240004011000. | \$ 7,800.00 |
| 14. All lots and lands contained within the Birchwood Hollow Lighting District as described on file with the Wood County Auditor consisting of parcel numbers M51-300-820406001000 through and including M51-300-820406033000. | \$ 510.00 |
| 15. All lots and lands contained within the John Kurfess Addition Lighting District as described on file with new Wood County Auditor consisting of parcel numbers M50-812-340402027000 through and including M50-812-340402041000. | \$ 750.00 |

SECTION 2. That the Finance & Revenue Director be and hereby is authorized and directed to cause notice of passage of this ordinance to be published in the newspaper of general circulation in the City of Northwood, Ohio, as required by law, and to certify a copy of this ordinance to the Auditor’s office of Wood County, Ohio.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This ordinance shall take effect as an emergency measure in order to meet the requirements of Ohio Revised Code, Section 727 requiring special assessments be certified to the County Auditor by the second Monday in September annually.

Vote to suspend rules:	For:___ Against:___ Abstain:___
Vote on emergency clause:	For:___ Against:___ Abstain:___
Vote on final adoption:	For:___ Against:___ Abstain:___

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____
ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

ORDINANCE 2025-26 AN ORDINANCE CERTIFYING COLLECTION OF ASSESSMENTS TO THE WOOD COUNTY AUDITOR FOR THE CUTTING OF WEEDS AND PLACING THOSE ON THE TAX DUPLICATE UNDER PROVISIONS IN OHIO REVISED CODE 731.54, AND DECLARING AN EMERGENCY.

WHEREAS, Northwood City Council passed Ordinance No. 1990-18 requiring the owners of real estate in Northwood, Ohio to cut noxious weeds; and,

WHEREAS, written notification was sent to certain property owners in Northwood, Ohio to cut said noxious weeds; and,

WHEREAS, various property owners failed to cut said weeds as required and have failed to pay invoices sent for the cost of said weed cutting, therefore this Council hereby determines that such amounts shall be placed upon the tax duplicate in accordance with the provisions in Ohio Revised Code 731.54;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. Council hereby directs the Finance Director to certify to the Wood County Auditor the parcel numbers and amounts as prepared by the Director of Public Service and Finance Director of the City of Northwood, Ohio.

SECTION 2. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 3. This Ordinance shall be effective immediately as an emergency measure in order that the proper recovery of funds advanced by the City of Northwood is necessary in order to properly protect the health, welfare and safety of its’ citizens.

Vote to suspend rules:	For:____ Against:____ Abstain:____
Vote on emergency clause:	For:____ Against:____ Abstain:____
Vote on final adoption:	For:____ Against:____ Abstain:____

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____
ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

CERTIFICATION OF SPECIAL ASSESSMENTS
SHORT TERM
(BENEFIT BASIS)

TO: MATTHEW OESTERICH
WOOD COUNTY AUDITOR
ONE COURTHOUSE SQUARE BOX 368
BOWLING GREEN OH 43402-0368

THIS IS TO CERTIFY THAT THE FOLLOING PARCELS ARE TO BE PLACED ON THE UPCOMING 2025
TAX DUPLICATE FOR ONE YEAR OF COLLECTION, PAYABLE IN TWO EQUAL INSTALLMENTS, WITH
THE PROJECT KNOWN AS WEED CUTTING - NORTHWOOD

	PARCEL NUMBER	OWNER'S NAME	AMOUNT TO ASSESS
1	M50-812-330210001000	Bergman Safety Spanner	2000.00
2	M50-812-270306003000	Gloria Kodger 1937 S. Coy	125.00
3	M50-300-860405002000	Rose Everhardt deceased 305 W Florence	1625.00
4	M50-812-330216008000	Emma Wise 3524 Goodrich	625.00
5	M50-812-310000071000	McNerney Development	250.00
7	M50-812-340314022000	Raymond Robarge 200 Rood St.	250.00
9	M50-300-240005001000	KW Northwood LLC 0 Arbor Dr	375.00
10	M50-812-330104064000	Northwood Commons LLC	750.00
11	M50-812-330204015000	3401 Woodville LLC	250.00
12	M50-812-310000920101	Pennsylvania Lines LLC 6701 Wales	250.00
13			
14			
15			
		TOTAL	6500.00

ATTACHED HERETO IS A CERTIFIED COPY OF THE ORDINANCE AS PASSED BY THE
Northwood CITY COUNCIL ON 8/21/2025

_____	Kenneth A. Yant	FISCAL OFFICER
_____	6000 Wales Rd	ADDRESS
_____	Northwood, OH 43619	
_____	419-693-9328	PHONE
_____	8/21/2025	DATE



MAYOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: AUGUST 21, 2025

RECREATION:

Tiffani Gill-Carew, Assistant Recreation Director, submitted her letter of resignation on July 28, 2025. Her last day with the city will be on August 8, 2025.



CITY ADMINISTRATOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: AUGUST 21, 2025

TOPIC/ ITEM

DISCUSSION

Wallick Project at the Enclave

Final Architectural Review Committee (ARC) approval was granted August 4, 2025.

- Wallick plans to close on the property by September 16, 2025 and typically begin mobilization 1-2 weeks from closing.
- This moves up the need for an appropriation for Dalling Drive.

Police Secretary Position

Administration and Chief Zahradnik have reviewed the existing description, and it meets the needs of the department.

- If Council is supportive of the addition, Administration recommends and will move forward quickly to fill the position.

Ordinance 2024-33 - Self Storage Moratorium

Ordinance 2024-33 was adopted September 12, 2024.

- 365 Day moratorium on storage establishments.
- Administration recommends extending the moratorium.

Dispatch Consolidation

October 1, 2025 will be the change over date.

Social Media

Administration recommends that no posts will be tailored to any specific person. City will continue to apprise followers of events and activities. Individuals are welcome to share posts through their specific accounts.

Recreational Marijuana Moratorium

Moratorium will lapse December 1, 2025.

Tabled Ordinance 2025-18 (Chickens)

Administration recommends additional amendments to remove language related to setbacks and distances. Proposed language is simplified and straightforward: 6 hens, keep noise to a minimum (effectively no roosters), must be fenced/in a coop (no free range). Administration recommends adopting Ordinance 2025-18 as amended.



CITY ENGINEER'S REPORT

REGULAR CITY COUNCIL MEETING ON: AUGUST 21, 2025

Project Name	Project Budget	Current Status	Key Changes Since Last Meeting
The Enclave	N/A	Construction	Reviewing final payment estimate.
Curtice Rd. Resurfacing & Curbs over I-280	\$195,600.00	Design	Finalizing plans & submit to ODOT for approval the first week in September. Bid after approval.
Dry Creek Aquatic and Riparian Restoration Project	\$500,000.00	In Design	Waiting for 100% design plans from DRG to review. Construction to be later in fall of 2025.
NNC	N/A	Warranty Work	We contacted contractor about replacing the bad sidewalk sections and waiting for the date when the sidewalk will be fixed.
ODOT	N/A	Misc. Item	ODOT is working on traffic sequencing traffic signals on Woodville Rd. and Curtice Rd.
ODOT	N/A	Misc. Item	ODOT performed a traffic safety study at Fostoria Rd. and Williston Rd. (SR 579) and recommended a roundabout to be 100% funded by ODOT and grants. ODOT performed a traffic safety study at Bradner Rd. and Williston Rd. (SR 579) and made several recommendations, including making the intersection a 4-way stop and eliminating the left-turn lane.
Wolf Creek Court Drainage Improvements	\$261,775.00	Construction	Contractor indicated that work will begin the week of Sept. 1, 2025. Letters have been sent out for sidewalk assessments.
West Andrus Road Pavement Improvements	\$405,060.12	Construction	Contractor indicated that work will begin the week of Sept. 15, 2025. Letters have been sent out for sidewalk assessments.
Northwood 2025 Pavement Resurfacing Improvements	\$611,975.25 Base Bid	Construction	Council need to award the contract and decide which sidewalk alternate along Oregon Rd. they want to perform. Recommend awarding the contract to Gerken Paving.

ISSUES REQUIRING COUNCIL ATTENTION

Motion to advertise for Bids

Motion to Award Contract

Project Name	Contractor	Bid Amount
Northwood 2025 Pavement Resurfacing Improvements	Gerken Paving. Inc.	611,975.25 plus alternate sidewalk bid.

FellerFinch

& ASSOCIATES, INC.

Engineers • Architects • Surveyors

1683 Woodlands Drive
Maumee, Ohio 43537
Phone: (419) 893-3680
Fax: (419) 893-2982
www.fellerfinch.com

Donald L. Feller, P.E.
Gregory N. Feller, P.E.
Aaron M. Feller

August 8, 2025

Mr. Kevin Laughlin, City Administrator
City of Northwood
6000 Wales Road
Northwood, OH 43619

RE: Northwood 2025 Pavement Resurfacing Improvements
Project No. 10E10542

Dear Mr. Laughlin:

Attached herewith is a tabulation of the bids received on July 16, 2025 from contractors for the Northwood 2025 Pavement Resurfacing Improvements.

We have reviewed and checked the bids received, and the lowest base bid is in the amount of \$611,975.25 from Gerken Paving, Inc. This bid is \$61,975.25 above the engineer's estimate of \$550,000.00 for the bid, but within 20% of the engineer's estimate. Furthermore, we bid two alternate bids for the sidewalks along Oregon Road between Wales Road and West Andrus Road. Alternate No. 1, which is the sidewalk along the east side of Oregon Road, came in at \$109,799.75 which is \$25,200.25 below the engineer's estimate of \$135,000.00. While Alternate No. 2, which is on the west side of Oregon Road, came in at \$94,307.50, which is \$12,692.50 below the estimate of \$107,000.00. Both alternate bids are the lowest alternate bids from Gerken Paving, Inc. After checking the references and reviewing the Gerken Paving bid, we recommend the City award the bid to Gerken Paving, Inc. Therefore, the City Council will need to decide which alternate bid to award with the base bid. A listing of the bid totals is as follows:

Base Bid:	\$611,975.25
Base Bid & Alternate No. 1:	\$721,775.00
Base Bid & Alternate No. 2:	\$706,282.75
Base Bid & Alternate Nos. 1 & 2:	\$816,082.50

The project is to be completed by November 15, 2025 and totally completed by November 30, 2025. Gerken Paving, Inc. indicated they will begin the project by September, 2025.

Should you have any questions, please contact us at your earliest convenience.

Additional office in Franklin, Tennessee

BID TABULATION
NORTHWOOD 2025 PAVEMENT RESURFACING IMPROVEMENTS
CITY OF NORTHWOOD
BID DATE JULY 16, 2025

				Bowers Asphalt and Paving Inc.		Gerken Paving, Inc.	
Bid Item	Item Description	Quantity	Unit	Total Unit Price	Total Price	Total Unit Price	Total Price
	BASE BID-CHANTILLY RUE						
201	Clearing & Grubbing	1	LUMP	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
202	Concrete Pavement Removed (Driveways)	4,905	SF	\$ 2.00	\$ 9,810.00	\$ 2.00	\$ 9,810.00
202	Asphalt Pavement Removed (Driveways)	890	SF	\$ 2.00	\$ 1,780.00	\$ 11.75	\$ 10,457.50
202	Sidewalk Removal	4771	SF	\$ 2.50	\$ 11,927.50	\$ 2.50	\$ 11,927.50
202	Curb and Gutter Removal	1048	FT	\$ 15.00	\$ 15,720.00	\$ 15.00	\$ 15,720.00
202	Curb Removal	63	FT	\$ 15.00	\$ 945.00	\$ 15.00	\$ 945.00
253	Pavement Repairs	1228	SY	\$ 32.00	\$ 39,296.00	\$ 35.00	\$ 42,980.00
254	2" Pavement Planing	6137	SY	\$ 4.00	\$ 24,548.00	\$ 3.00	\$ 18,411.00
613	Tack Coat	613	GAL	\$ 3.00	\$ 1,839.00	\$ 2.50	\$ 1,532.50
441	Asphalt Concrete, Surface Course, Type 1, PG 64-22 (449)	350	CY	\$ 242.00	\$ 84,700.00	\$ 210.00	\$ 73,500.00
452	Non-Reinforced Concrete Pavement, Class OC-1	4905	SF	\$ 12.00	\$ 58,860.00	\$ 12.00	\$ 58,860.00
608	4" and 6" Sidewalk	3751	SF	\$ 11.00	\$ 41,261.00	\$ 11.00	\$ 41,261.00
608	Curb Ramps	565	SF	\$ 11.00	\$ 6,215.00	\$ 11.00	\$ 6,215.00
608	Detectable Warning	32	SF	\$ 35.00	\$ 1,120.00	\$ 35.00	\$ 1,120.00
609	Curb Type 6	63	FT	\$ 38.00	\$ 2,394.00	\$ 38.00	\$ 2,394.00
609	Curb & Gutter Wood County Type F	1048	FT	\$ 44.00	\$ 46,112.00	\$ 44.00	\$ 46,112.00
611	6" Conduit Type E	25	FT	\$ 15.00	\$ 375.00	\$ 15.00	\$ 375.00
611	8" Conduit Type E	25	FT	\$ 20.00	\$ 500.00	\$ 20.00	\$ 500.00
611	10" Conduit Type E	25	FT	\$ 30.00	\$ 750.00	\$ 30.00	\$ 750.00
611	12" Conduit Type E	25	FT	\$ 40.00	\$ 1,000.00	\$ 40.00	\$ 1,000.00
611	Catch Basin Reconstructed to Grade	9	EA	\$ 2,250.00	\$ 20,250.00	\$ 2,250.00	\$ 20,250.00
611	Storm Manhole Adjusted to Grade	4	EA	\$ 1,500.00	\$ 6,000.00	\$ 1,175.00	\$ 4,700.00
611	Water Curb Box/Meter Adjusted to Grade	1	EA	\$ 750.00	\$ 750.00	\$ 1,600.00	\$ 1,600.00
614	Maintaining Traffic	1	LUMP	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
624	Mobilization	1	LUMP	\$ 20,000.00	\$ 20,000.00	\$ 15,250.00	\$ 15,250.00
644	Stop Line	30	FT	\$ 50.00	\$ 1,500.00	\$ 25.00	\$ 750.00
653	Topsoil Furnished and Placed	100	CY	\$ 115.00	\$ 11,500.00	\$ 115.00	\$ 11,500.00
659	Seeding and Mulching	4400	SY	\$ 1.00	\$ 4,400.00	\$ 1.00	\$ 4,400.00
659	Commerical Fertilizer	0.4	TON	\$ 1,500.00	\$ 600.00	\$ 1,500.00	\$ 600.00
659	Water	0.03	M. GAL	\$ 50.00	\$ 1.50	\$ 50.00	\$ 1.50
SPEC	Curb Inlet Sediment Filter	9	EA	\$ 150.00	\$ 1,350.00	\$ 150.00	\$ 1,350.00
SPEC	Concrete Washout Area	1	EA	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
SPEC	Restoration of Right-of-Way	1	LUMP	\$ 5,000.00	\$ 5,000.00	\$ 1,000.00	\$ 1,000.00
	SUBTOTAL				\$ 435,504.00		\$ 415,272.00
	BID BASE-ANDERSON STREET						
201	Clearing and Grubbing	1	LUMP	\$ 1,000.00	\$ 1,000.00	\$ 700.00	\$ 700.00
253	Pavement Repairs	888	SY	\$ 32.00	\$ 28,416.00	\$ 33.75	\$ 29,970.00
254	2" Pavement Planing	4442	SY	\$ 4.00	\$ 17,768.00	\$ 3.00	\$ 13,326.00
407	Tack Coat	444	GAL	\$ 3.00	\$ 1,332.00	\$ 2.50	\$ 1,110.00
441	Asphalt Concrete, Surface Course, Type 1, PG 64-22 (449)	247	CY	\$ 232.00	\$ 57,304.00	\$ 210.00	\$ 51,870.00
611	Sanitary Manhole Adjusted to Grade	5	EA	\$ 1,500.00	\$ 7,500.00	\$ 1,850.00	\$ 9,250.00
611	Storm Manhole Adjusted to Grade	2	EA	\$ 1,500.00	\$ 3,000.00	\$ 1,850.00	\$ 3,700.00
659	Topsoil	50	CY	\$ 115.00	\$ 5,750.00	\$ 100.00	\$ 5,000.00
659	Seeding and Mulching	900	SY	\$ 2.00	\$ 1,800.00	\$ 1.80	\$ 1,620.00
659	Commerical Fertilizer	0.08	TON	\$ 1,500.00	\$ 120.00	\$ 850.00	\$ 68.00
SPEC	Restortation of Right of Way	1	LUMP	\$ 3,000.00	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00
624	Mobilization	1	LUMP	\$ 7,500.00	\$ 7,500.00	\$ 10,500.00	\$ 10,500.00
614	Maintaining Traffic	1	LUMP	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	SUBTOTAL				\$ 139,490.00		\$ 133,114.00
	BASE BID-Mary Street						
201	Clearing and Grubbing	1	LUMP	\$ 1,000.00	\$ 1,000.00	\$ 700.00	\$ 700.00
253	Pavement Repairs	473	SY	\$ 32.00	\$ 15,136.00	\$ 33.75	\$ 15,963.75
254	2" Pavement Planing	1575	SY	\$ 5.00	\$ 7,875.00	\$ 3.00	\$ 4,725.00
407	Tack Coat	158	GAL	\$ 3.00	\$ 474.00	\$ 2.50	\$ 395.00
441	Asphalt Concrete, Surface Course, Type 1 PG 64-22 (449) 247	88	CY	\$ 232.00	\$ 20,416.00	\$ 210.00	\$ 18,480.00
611	Sanitary Manhole Adjusted to Grade	3	EA	\$ 1,500.00	\$ 4,500.00	\$ 1,850.00	\$ 5,550.00
659	Top Soil	25	CY	\$ 115.00	\$ 2,875.00	\$ 100.00	\$ 2,500.00
659	Commerical Fertilizer	0.03	TON	\$ 1,500.00	\$ 45.00	\$ 850.00	\$ 25.50
SPEC	Restortation of Right of Way	1	LUMP	\$ 3,000.00	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00
624	Mobilization	1	LUMP	\$ 7,500.00	\$ 7,500.00	\$ 9,250.00	\$ 9,250.00
614	Maintaining Traffic	1	LUMP	\$ 3,500.00	\$ 3,500.00	\$ 5,000.00	\$ 5,000.00
	SUBTOTAL				\$ 66,321.00		\$ 63,589.25
	TOTAL BASE BID				\$ 641,315.00		\$ 611,975.25
	ALTERNATIVE NO. 1 BID						
201	Clearing and Grubbing	1	LUMP	\$ 6,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
203	Excavation	206	CY	\$ 68.00	\$ 14,008.00	\$ 68.00	\$ 14,008.00
608	4" and 6" Sidewalk	7,785	SF	\$ 8.75	\$ 68,118.75	\$ 8.75	\$ 68,118.75
608	Curb Ramp	510	SF	\$ 8.75	\$ 4,462.50	\$ 8.75	\$ 4,462.50
608	Detectable Warnings	96	SF	\$ 35.00	\$ 3,360.00	\$ 35.00	\$ 3,360.00
659	Seeding and Mulching	1,100	SY	\$ 2.00	\$ 2,200.00	\$ 2.00	\$ 2,200.00
659	Commerical Fertilizer	0.10	TON	\$ 1,500.00	\$ 150.00	\$ 1,500.00	\$ 150.00
659	Water	0.01	M.GAL	\$ 50.00	\$ 0.50	\$ 50.00	\$ 0.50
SPEC	Resortation of Right of Way	1	LUMP	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
614	Maintaining Traffic	1	LUMP	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00
624	Mobilization	1	LUMP	\$ 10,000.00	\$ 10,000.00	\$ 3,000.00	\$ 3,000.00
	TOTAL ALTERNATIVE NO. 1 BID				\$ 115,799.75		\$ 109,799.75
	ALTERNATIVE No. 2 BID						
201	Clearing and Grubbing	1	LUMP	\$ 5,500.00	\$ 5,500.00	\$ 3,500.00	\$ 3,500.00
203	Excavation	179	CY	\$ 68.00	\$ 12,172.00	\$ 68.00	\$ 12,172.00
608	4" and 6" Sidewalk	7,200	SF	\$ 8.75	\$ 63,000.00	\$ 8.75	\$ 63,000.00
659	Seeding and Mulching	1,000	SY	\$ 2.00	\$ 2,000.00	\$ 2.00	\$ 2,000.00
659	Commerical Fertilizer	0.09	TON	\$ 1,500.00	\$ 135.00	\$ 1,500.00	\$ 135.00
659	Water	0.01	M. GAL	\$ 50.00	\$ 0.50	\$ 50.00	\$ 0.50
SPEC	Resortation of Right of Way	1	LUMP	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
614	Maintaining Traffic	1	LUMP	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00
624	Mobilization	1	LUMP	\$ 10,000.00	\$ 10,000.00	\$ 3,000.00	\$ 3,000.00
	TOTAL ALTERNATIVE NO. 2 BID				\$ 100,307.50		\$ 94,307.50
	BASE BID				\$ 641,315.00		\$ 611,975.25
	BASE BID & ALTERNATE NO. 1				\$ 757,114.75		\$ 721,775.00
	BASE BID & ALTERNATE NO. 2				\$ 741,622.50		\$ 706,282.75
	BASE BID & ALTERNATE NOS. 1 & 2				\$ 857,422.25		\$ 816,082.50